

2021/22

NHBP Programs, Benefits & Services



NOTTAWASEPPI HURON
BAND OF THE POTAWATOMI

A FEDERALLY RECOGNIZED TRIBAL GOVERNMENT



A message from NHBP

Bozho,

The 2021 NHBP Members' Ngishéndem Mnozhewébzewen Pmetakéwen Mzenegen {Programs, Benefits and Services} Booklet is for all NHBP Tribal Members to reference when seeking information regarding the programs, benefits and services NHBP has to offer its Tribal Members. The booklet is broken into sections by departments, sub departments and the programs provided by each department. Each description includes all the details necessary for Tribal Members to utilize that particular program, benefit or service.

Although this is the 2021 version, some information relating to the programs, eligibility, contact information or application details may change throughout the year. Should there be any confusion, please contact the NHBP Government Center at 269.729.5151 or visit the Members Only website for the most up to date information.

Migwéch

As with all 2021 planning, activities or events may be altered or canceled if impacted by COVID-19.

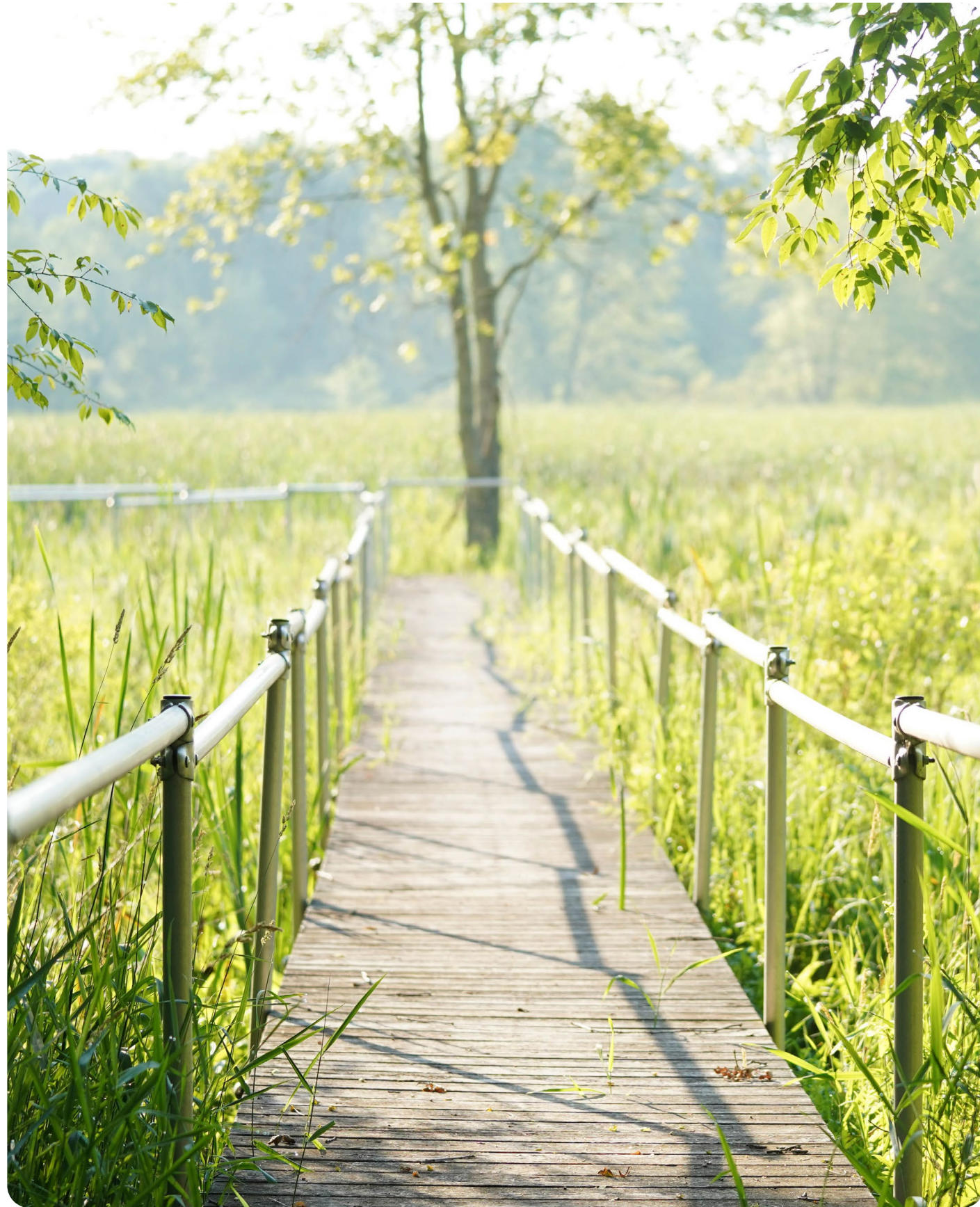


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Tribal Governance

Tribal Member Benefit Program

PROGRAM PURPOSE

The General Welfare Exclusion Act allows NHBP to create tax-exempt programs to address unique social, cultural and economic issues; to promote the general welfare of the NHBP Tribal Members and Tribal Community. Under the guidance of the Act, NHBP has established an all-encompassing General Welfare Benefits Program to benefit the needs of Tribal Members. In order to qualify as an “Indian General Welfare Benefit,” any payment made or service provided on behalf of an NHBP Tribal Member (or qualified non-Member) must:

- Be administered under specific guidelines that do not discriminate in favor of NHBP Tribal Members.
- Be available to any NHBP Tribal Member who meets the guidelines.
- Not be for lavish or extravagant expenditures or services.
- Satisfy the requirements for exemption, under Internal Revenue Code Section 139E.



Eligibility for General Welfare Exclusion:

To establish exempt status under the general welfare exclusion, a participant must comply with all program application procedures and/or complete all required forms. The participant must comply with all program guidelines, and must substantiate exempt expenses. By activating the FSA Tribal Member Benefit Program (TMBP) debit card, the Tribal Member agrees to the terms and conditions of the program. It is the Tribal Members’ responsibility to understand the program and abide by the guidelines set forth within the NHBP General Welfare Code and Program Guide.

- Any enrolled adult NHBP Tribal Member, 18 years of age and older, is eligible to participate in the TMBP.
- Tribal Members becoming eligible during the plan year will be allowed to begin participation in the TMBP on the first of the month following their eligibility.
- Only participating Tribal Members and their qualified non-Member dependents are eligible to use the benefits provided under the TMBP. Qualified non-Members are defined as a spouse, parent, guardian, child or dependent, or household member of a Tribal Member and are added by completing the “Qualified Member/Non-Member Designation Form.”

Primary Contact FSA TPA | T 844.969.8777 | E CUSTOMERSERVICE@FSATPA.COM

Contact LEANNE HEUER | TRIBAL MEMBER BENEFITS COORDINATOR | T 269.704.8379
E LEANNE.HEUER@NHBP-NSN.GOV

Tribal Member Benefit Program

ALLOWED EXPENDITURES

Participating Tribal Members and their qualified non-Members will have the opportunity to utilize the TMBP for benefits as described in the General Welfare Program Guide. Benefit expense must be incurred by the Tribal Member during the plan year, while the Tribal Member is enrolled in the plan and the expense must not be covered, paid, or reimbursed by any other source.

FUNDING

The benefits shall be discretionary and subject to the amount appropriated by the Tribal Council for the TMBP. For 2021, each eligible Tribal Member will be credited with \$2,777.78 per month; a total of \$33,333 for the year.

ROLLOVER

The benefits provided under the TMBP are based upon needs. Any unused benefits will carry over each month and roll over into the next plan year.



DISTRIBUTION/METHODS OF PAYMENTS

FSA TMBP DEBIT CARD

Participants will receive one debit card to be used with most health, utility, education and child care providers. It may also be used with limited housing providers. When using the card for eligible expenses at businesses that accept MasterCard, select “Credit” when using the card. The amount of the purchase will be deducted from the TMBP account.

- Some merchants may not accept the card or may charge a fee for processing.
- Restrictions may apply.
- Save your receipts: supporting documentation may be requested.
- The participant is responsible for all transactions on the card.
- Please report lost or stolen cards promptly. There is a \$5 fee to replace lost or stolen cards.

FSA TMBP EBT CARD

Participants now have the option to enroll to use an EBT card for nutrition purchases. The card may be used anywhere an EBT card is accepted for purchases qualified under the U.S. Department of Agriculture’s SNAP program.

- Save your receipts: supporting documentation may be requested.
- The participant is responsible for all transactions on the card. Please report lost or stolen cards promptly. There is a \$5 fee to replace lost or stolen cards.

Tribal Member Benefit Program

DIRECT PAYMENTS TO SERVICE PROVIDERS

The Provider Payment Authorization Form may be used for one-time or recurring payments to vendors. Payments are generated as a physical check and mailed 10 days before the selected due date (1st or 15th of the month). To set up recurring payments, complete the Provider Payment Authorization Form, attach supporting documentation, and submit to FS Advisors at least 15 days before the selected due date.

- **One-time payments:** When selecting the “Frequency” of “One-Time,” only one payment will be sent.
- **Recurring payments:** When selecting the “Frequency” of “Recurring Monthly,” on-going monthly payments will be made to the service provider, from available funds, for the amount of the request. This is appropriate for loan or rent payments that are the same amount each month. While payments will be made directly to the service provider, the Tribal Member is responsible for the relationship with the service provider. Please remember to communicate any changes in service or payment information. NHBP will not be responsible for any late fees or termination of services. There is a \$35 charge to stop payment on a check that has been issued.

REIMBURSEMENTS TO TRIBAL MEMBERS

The Claim Reimbursement Form may be used to reimburse the Tribal Member for eligible expenses paid by the Tribal Member. When submitting the completed form, include a dated billing statement or contract, and proof of payment.

Examples of billing statements may include an invoice, bill of sale or copy of a lease agreement. These documents should include complete vendor information and a complete description of the transaction.

FORMS

All program documents, including forms, are available for download at www.fsatpa.com or www.members.nhbpi.org. Printed forms may be requested from the TMBP Administrators.

- **Claim Reimbursement Form:** Use to request reimbursement for eligible expenses that have been paid by the Tribal Member.
- **Provider Payment Authorization Form:** Use to request recurring or one-time payments to service providers.
- **Transportation Form:** Use to request reimbursement for eligible mileage.
- **Non-Member Designation Form:** Use to add/remove designated individuals as qualified non-Members.
- **Direct Deposit Authorization Form:** Use to add the Tribal Member’s bank account for direct deposit reimbursements.
- **Cardholder Dispute Form:** Use to protest charges that are made with the debit card without the cardholder’s consent.
- **Program Appeal Form:** Use to dispute the decision of the TMBP Administrator to the Benefits Committee.

Tribal Member Benefit Program

SUBMITTING CLAIMS

There are several ways to upload or submit a claim:

- **Online at www.fsatpa.com:** Log in and submit a claim in the participant’s portal.
- **Mobile App:** Download the FSA TPA Benefits App from the Apple or Google Play Store. Upload your claim as instructed.
- **By Mail or Fax:** Mail: P.O. Box 1210, Atmore, Alabama 36504; Fax: 855.673.6710.

Please allow for five to seven business days to process claims. All reimbursements will be issued via mailed check, unless the participant completes and returns the Direct Deposit Authorization Form, along with a copy of a voided check.

All claims for reimbursement and/or payment must be presented for payment within 90 days of the end of the plan year. All claims for 2021 must be submitted by March 31, 2022.

Reimbursement will be based on available benefits under the TMBP. Any approved claim exceeding the current balance will be pending until new funds are available. Claims will be reviewed for appropriate documentation. If a claim is denied, a letter and email will be sent to the address of record, advising the participant to provide additional information to validate the claim for processing.

Any item considered questionable under the TMBP’s guidelines will be considered ineligible and be denied. Participants may request the TMBP Administrator to review denied claims. If the Administrator determines the claim to be eligible, they will resubmit the claim for payment. If the Administrator agrees with the denial, the participant has the right to appeal the decision to the Benefits Committee.

SUBSTANTIATION, SUSPENSION AND APPEAL

Recipients of benefits are ultimately responsible for maintaining books, records or receipts, as may be required for substantiation to the IRS for individual income tax purposes. All benefits, procedures and forms may be modified or supplemented by the Tribal Council to the extent necessary for compliance with federal tax laws or the Title.

- Additional documentation may be requested on any transaction, including transactions using the debit card. NHBP may also contact the service provider.
- Debit cards will be deactivated if requests for documentation are not completed within 60 days. The debit card will remain deactivated until sufficient documentation of the transaction is provided or the funds are repaid. Recurring instances of ineligible debit card transactions may result in the loss of the use of the debit card.
- Transactions with insufficient documentation will be determined ineligible if not substantiated within 90 days.
- Any monies that are paid by NHBP for an ineligible expense will be considered a Tribal Obligation Default by the participant who received the benefit. NHBP is authorized to, in accordance with the General Welfare Title and Guide, take any necessary actions to recover the amount(s) erroneously paid.
- Continued recurring instances of misuse or requests for ineligible expenses may result in suspension from the TMBP for a period of up to one year.
- Tribal Members have the right to appeal the decision of the TMBP Administrator by completing the Program Appeal Form. This is available on the Members Only website.

Primary Contact FSA TPA | T 844.969.8777 | E CUSTOMERSERVICE@FSATPA.COM

Contact LEANNE HEUER | TRIBAL MEMBER BENEFITS COORDINATOR | T 269.704.8379
E LEANNE.HEUER@NHBP-NSN.GOV

Tribal Member Benefit Program

AVAILABLE BENEFITS FOR 2021 PLAN YEAR

THIS IS A SUMMARY OF BENEFITS. PLEASE REFER TO THE GENERAL WELFARE PROGRAM GUIDE FOR MORE DETAILS.

HEALTH BENEFITS

- Non-cosmetic medical, pharmacy, dental and vision expenses, such as copays, coinsurance, deductibles, etc.
- Medical, dental and vision insurance premiums, excluding premiums paid pretax through an employer or group-sponsored Section 125 health plan.
- Behavioral health care, including mental and behavioral health, drug and alcohol addiction, smoking cessation and gaming addiction.
- Feminine hygiene products (reimbursement only).

Other: For a full list of eligible items, please review IRS Section 139D(a)(1) and 139E subject to IRS Publication 502 at:

<https://www.irs.gov/pub/irs-pdf/p502.pdf>

Note that NHBP reserves the right to limit the eligibility of any item(s) included within Section 139D and 139E and/or may require pre-approval by the TMBP Administrator.

UTILITY BENEFITS

FOR A PARTICIPANT'S PRIMARY RESIDENCE ONLY:

NHBP has defined primary residence, for use under the TMBP, as the home domicile physically occupied by the Tribal Member for the majority of the year and the address of record for activities, including federal income tax reporting, voter registration, occupational licensing and others.

- Electricity
- Natural gas and propane
- Water
- Sewer and waste, including trash services
- Basic telephone services, such as a landline and cellular (includes a phone but not accessories; cellphone purchases may be limited to one per year)
- Internet services
- Cable or satellite services
- Backup generators

Tribal Member Benefit Program

HOUSING BENEFITS

FOR A PARTICIPANT'S PRIMARY RESIDENCE ONLY:

- Mortgage (including PMI), home equity or rent payments
- Down payment or security deposit
- Homeowners' or renters' insurance
- Homeowners' association dues
- Pest control
- Essential appliances: Including, but not limited to: oven/range, 5-gallon water cooler for clean drinking water, clothes washer, clothes dryer, microwave, dishwasher, air conditioning and refrigerator/freezer
- Essential furniture: Including, but not limited to: basic furniture, crib, mattress, table, chairs, couch
- Equipment, tools and supplies used for self-performed repairs and maintenance of the home, sidewalks, driveways, and yards: Including lawnmower, snow blower, power washer, hedge trimmer, fencing and similar equipment.

THE FOLLOWING ADDITIONAL HOUSING-RELATED EXPENSES MAY BE PAID OR REIMBURSED, WHEN RELATED TO THE MAINTENANCE OF AN ELIGIBLE TRIBAL MEMBER'S OWNED PRIMARY RESIDENCE:

- Note:** Not available for rental properties except for the enhancement of safety for Elders and/or those with disabilities; or for emergency health and safety issues that are unresolved by the landlord.
- Property taxes
 - Essential improvements to enhance habitability of housing
 - Demolition costs, when part of a rehabilitation project
 - Improvements for handicapped accessibility or special needs
 - Replacement of major housing systems
 - Site improvements and utility connections
 - Physical enhancements for crime prevention (including, but not limited to internal and external home security systems)
 - Roof repair or replacement
 - Flooring
 - Sewage or septic systems
 - Plumbing
 - Exterior or interior painting
 - Lead-based paint remediation
 - Mold remediation
 - Remediation of building code deficiencies
 - Heating and/or cooling systems
 - Energy-related improvements
 - Solar electricity installations with storage and connection to the electrical grid
 - Tree removal and maintenance (including, but not limited to trimming or spraying)
 - Land surveys



Primary Contact

FSA TPA | T 844.969.8777 | E CUSTOMERSERVICE@FSATPA.COM

Contact

LEANNE HEUER | TRIBAL MEMBER BENEFITS COORDINATOR | T 269.704.8379
E LEANNE.HEUER@NHBP-NSN.GOV

Tribal Member Benefit Program

EDUCATION BENEFITS

Includes tuition payments, room and board, school supplies, counseling and training, participation and registration costs, as well as transportation to and from:

- Preschool through 12th grade
- College or university
- Online education
- Vocational or technical education
- Continuing, adult or alternative education
- Extracurricular activities, such as art, music, performing arts, sciences, agriculture, community youth programs, etc.
- Self-defense program or training

SCHOOL SUPPLIES INCLUDE, BUT ARE NOT LIMITED TO:

- Clothing (maximum of \$300 per calendar quarter)
- Backpacks
- Laptop computers
- Musical instruments
- Sports equipment

Note: Unlike tuition payments, school supplies and/or participation costs will not be accessible on the FSA TMBP debit card.

All school supply purchases or participation fees will be issued on a reimbursement-only basis. Not all tuition is covered, please be prepared to pay up front.

ELDER AND DISABILITY BENEFITS

Benefit payments are authorized for individuals who have reached age 50 or who have mental or physical disabilities, for services including:

- Meals through home-delivered meal programs, or at a community center or similar facility
- Home care such as assistance with preparing meals or doing chores, or day care outside the home
- Local transportation assistance and improvement, and improvement to adapt housing to special needs



Tribal Member Benefit Program

CULTURAL AND RELIGIOUS BELIEFS

Includes expenses related to participation or attendance in cultural Pow Wows, ceremonies, dances, and courses or programs, including:

- Admission fees
- Site visits and museums, including trips to aboriginal historical sites, mounds, national parks and other Indian Reservations
- Transportation costs
- Instructional fees
- Funeral and burial expenses and expenses of hosting or attending wakes, funerals, burials, other bereavement events, and subsequent honoring events
- Funeral pre-planning
- Funeral pre-payment for funerals of qualified non-Members

In an effort to promote cultural preservation and welfare, NHBP also recognizes expenses related to sovereign hunting, fishing, agricultural gathering, and trapping practices as eligible, including:

- Gear and equipment
- Safety and training courses
- License fees
- Wild game processing
- Hide tanning
- Weapons safe

Taxidermy and the use of scents (masking or attracting) are not eligible.

TRANSPORTATION BENEFITS

Participants may utilize transportation benefits:

- Driver's license and driver training courses
- Auto insurance: One policy per household
- Registration on one automobile per licensed Tribal Member in the household
- Repairs and maintenance (excluding cosmetic) on one automobile per licensed Tribal Member in the household
- Purchase: Beneficiaries may purchase one automobile per licensed Tribal Member in the household, with a selling price not to exceed \$60,000. Purchases are limited to one per Tribal Member every three years. Tribal Members may request distribution of the entire amount of the TMBP benefits to which he/she is entitled to in a program year in a lump sum, for the purpose of providing down payment funds for the purchase of a vehicle. NOTE: An exception to three years will be made if the automobile is totaled.
- Mileage reimbursement: A participating Tribal Member may request a mileage reimbursement at the IRS medical rate for mileage for essential services, if they are not utilizing the benefits for car payments and/or vehicle repairs/maintenance. At least 50% of eligible expenses should relate to the cost of transportation between the Tribal Member's primary residence to access essential services such as medical facilities, grocery stores, employment, schools and to travel to maintain extended family and community/cultural connections, essential to the preservation of Tribal culture. Benefit payments for actual costs of transportation assistance are not to exceed a set dollar amount per month and shall be limited to a registered value, as deemed necessary to promote the general welfare of NHBP.

Primary Contact FSA TPA | T 844.969.8777 | E CUSTOMERSERVICE@FSATPA.COM

Contact LEANNE HEUER | TRIBAL MEMBER BENEFITS COORDINATOR | T 269.704.8379
E LEANNE.HEUER@NHBP-NSN.GOV

Tribal Member Benefit Program

NUTRITION BENEFITS

NHBP allows a nutrition benefit, as defined by the U.S. Department of Agriculture's SNAP program. The Nutrition benefit requires a separate enrollment in early November, before the start of the plan year. At enrollment, Tribal Members will be able to designate a monthly amount for nutrition for the plan year, not to exceed \$969. This amount may only be changed annually, during the enrollment period. Each month, this amount will be moved from the general TMBP funds to nutrition restricted funds and are no longer available for other eligible expenses. The unspent nutrition funds carry over each month and roll-over at the end of the plan year. During this separate enrollment, the member may request reimbursement of eligible expenses or an EBT nutrition card. This card may be used almost anywhere an EBT card is accepted for qualified purchases, as defined by the SNAP program.

CHILD CARE BENEFITS

Benefit payments are authorized for dependent care as work-related expenses for children, under the age of 13, or a spouse or relative that is not physically or mentally able to care for himself/herself.

LONG-TERM CARE INSURANCE AND ASSISTED LIVING BENEFITS

Benefit payments are authorized for paying for a Tribal Member's long-term care insurance or for assisted living.

LEGAL BENEFITS

Participants may utilize benefits for legal assistance for cases involving eligible General Welfare Program Benefits, adoption, and those of the Indian Child Welfare Act (ICWA). In no case shall benefits be used to support a criminal defense.

OTHER BENEFITS

NHBP does allow for additional benefits in the event of an exigent circumstance or disaster. If you experience a significant and/or unexpected life event, please contact the TMBP Administrator to determine eligibility.



Primary Contact FSA TPA | T 844.969.8777 | E CUSTOMERSERVICE@FSATPA.COM

Contact LEANNE HEUER | TRIBAL MEMBER BENEFITS COORDINATOR | T 269.704.8379
E LEANNE.HEUER@NHBP-NSN.GOV

Emergency Cash Advance

The Emergency Cash Advance Program provides a cash advance to Tribal Members in need, during emergency situations, when the circumstances are such that the Tribal Member cannot wait for a per capita distribution and/or has exhausted their General Welfare Benefit, and other available programs and funds for which the Tribal Member is eligible. This program allows Tribal Members to receive cash assistance now, in exchange for voluntary assignment of the Tribal Member's next per capita distribution.

FREQUENCY

A Tribal Member may not be approved for more than one (1) emergency cash advance per calendar quarter. A Tribal Member may not be approved for more than two (2) emergency cash advances in any calendar year.

ELIGIBILITY & NOTES

Enrolled Tribal Members are eligible to request emergency cash advances through the Emergency Cash Advance Program, if they meet the following criteria:

1. 18 years of age or older, and
2. Eligible for per capita distributions as an adult, in accordance with the Revenue Allocation Plan at Sections 5 and 6, and
3. Not declared legally incompetent by a court

NOTES

Any Tribal Member who has made two (2) or more requests for an emergency cash advance in any calendar year shall, as a condition of eligibility in any subsequent year, be required to successfully complete an approved financial literacy course.

Primary Contact T 269.704.8311 OR PERCAP@NHBP-NSN.GOV

Contact JEFF CHIVIS, PH.D. | TRIBAL COUNCIL TREASURER | T 269.704.4166
E JEFF.CHIVIS@NHBP-NSN.GOV

AVAILABLE FUNDS

Tribal Council will set aside a certain amount of government operations funds, the amount to be determined annually during the budget process, which will be available each quarter for use in the Emergency Cash Advance Program. When funds are repaid on the per capita distribution date, those funds may be re-credited to the account and be available for the next quarter of program distributions.

1. These are not additional per capita distribution funds, as those are described in the Revenue Allocation Plan.
2. Funds available under the Emergency Cash Advance Program are a last resort source of funding and may not be available when the Tribal Member is eligible for or has other Tribal, state or federal assistance available.
3. Tribal Members eligible for per capita payments may request cash assistance in the amount that would be available to them at the next per capita distribution after taxes, assignments and other garnishments.

Determination: Tribal Council shall make the determination on an individual basis. Tribal Council's decision is final.

HOW TO APPLY

Applications are available at:
members.nhbpi.org/emergency-cash-advance-program

Finance

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PER CAPITA DISTRIBUTIONS

Per capita distributions are payable quarterly to all Tribal Members who were enrolled as of Nov. 30 of the previous year. The amount is determined annually by Tribal Council and is subject to change.

ELIGIBILITY & NOTES

1. NHBP Tribal Member.
2. A Tribal Member's age is calculated as of the date of each per capita distribution (i.e. Members who turn 18 during the year will begin receiving full distributions immediately).
3. Payments are made quarterly (on or about March 31, June 30, Sept. 30 and Dec. 31) via direct deposit:
 - a.) If a Tribal Member doesn't have a bank account for direct deposit, one can be obtained at no cost.
 - b.) Physical checks can be mailed, but typically result in a one to two week delay for processing.
 - c.) Pre-paid debit/credit cards may not be used for per capita distribution.
4. All Tribal Members' high school diplomas should be provided to the Enrollment Office: All payments to Tribal minors (17 and under) and Tribal Members who are 18 without a high school diploma and certificate of completion of an approved financial literacy course on file with the Enrollment Office are placed into a Minors Trust.
5. Questions regarding enrollment and eligibility status should be directed to the Enrollment Office.
6. Questions regarding the Minors Trust should be directed to the Tribe's Trustee: Providence First Trust Company.
7. All other inquiries, including change of banking information, should be sent to the Finance Department.

Contact ENROLLMENT OFFICE | T 269.704.8358 | E ENROLLMENT@NHBP-NSN.GOV

Contact PROVIDENCE FIRST TRUST COMPANY | T 1.800.350.0208 | T 602.952.2300
E NHBP@PROVIDENCEFIRST.COM | F 602.952.0018
MAIL 8840 EAST CHAPPARRAL RD. SUITE 250 SCOTTSDLE, AZ 85250

Contact FINANCE | T 269.704.8311 | E PERCAP@NHBP-NSN.GOV

Contact STEPHEN BLANN | CHIEF FINANCIAL OFFICER | T 269.704.8389
E STEPHEN.BLANN@NHBP-NSN.GOV

Finance

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MOTOR FUELS TAX EXEMPTIONS

Tribal Members are no longer required to have a Motor Fuels Tax Exempt Registration form on file with the Tax Department to be eligible to receive the Motor Fuels Tax Exemption at The Pit Stop.

ELIGIBILITY & NOTES

1. All eligible NHBP Tribal Members.



Primary Contact FINANCE | T 269.704.8311 | E PERCAP@NHBP-NSN.GOV

Contact STEPHEN BLANN | CHIEF FINANCIAL OFFICER | T 269.704.8389
E STEPHEN.BLANN@NHBP-NSN.GOV

RESIDENT TRIBAL MEMBER TAX EXEMPTION FORM 3998

Form 3998 is to be obtained PRIOR to the tax-exempt purchase. Tribal Certificate of Exemption for Sales and Use Tax is available for eligible Resident Tribal Members for qualified purchases of tax-exempt pickup trucks, passenger vehicles, watercraft, recreational vehicles, snowmobiles, off-road vehicles or motorcycles. A request for the Sales Tax Exemption form will be required to be filled out by the resident Tribal Member.

Form 3998 may be obtained by eligible resident Tribal Members for materials that are purchased or acquired in the performance of a contract for construction, renovation or improvement to the principal residence for both sales tax and use tax exemption. A request for the Sales Tax Exemption form will be required to be filled out by the resident Tribal Member prior to receiving form 3998 and prior to the purchase of tax exempt materials.

ELIGIBILITY & NOTES

1. NHBP Resident Tribal Members and Tribal Entities eligible per the Tribal/State Tax Agreement.

Legal

{EJEDBAKNEGEK}

MICHIGAN INDIAN LEGAL SERVICES (MILS)

Members Legal Assistance Program provides civil legal services and criminal defense to the Tribal Courts and civil legal services in courts in the State of Michigan to indigent individuals. Individuals wishing to be served by this program must complete an application for services and sign a representation agreement with the Michigan Indian Legal Services (MILS) prior to MILS accepting the case.

MILS shall provide legal services to Members of NHBP in the areas of criminal matter, band law matters, estate planning, probating of estates, guardianships and conservatorships, simple real estate matters, Tribal benefits/per capita payments, expungement of criminal convictions, expungement from the Michigan child abuse and neglect central registry, general legal advice not involving band law, disciplinary appeals and state court garnishment/attachment action regarding trust assets. The MILS schedule can be found on the Members Only website. The schedule is subject to change due to court appearances and unforeseen events.

ELIGIBILITY & NOTES

1. All NHBP Tribal Members meeting eligibility guidelines under the Scope of Services.

CONTACT

Michigan Indian Legal Services
T 231.947.0122



Primary Contact

JOHN S. SWIMMER | CHIEF LEGAL OFFICER | T 269.704.8309
E JOHN.SWIMMER@NHBP-NSN.GOV



Human Resources

{MADMO MIKCHEWIJEK}

NATIVE AMERICAN HIRING PREFERENCE

NHBP has adopted a Native American Hiring Preference Program. When positions become available, qualified Native American applicants will be given preference if they meet the minimum requirements. It is the responsibility of the applicant to identify their Tribal affiliation at the time of application.

ELIGIBILITY & NOTES

2. Preference will be applied in accordance with the preference tiers established in Tribal law:

- a.) NHBP Tribal Members
- b.) Parents or spouses of NHBP Tribal Members
- c.) Enrolled Members of other federally recognized Tribes

CONTACT

Director of Human Resources
Audrey Wieber
T 269.704.8377
E audrey.wieber@nhbp-nsn.gov

YOUTH LEARN WORK

Provides youth and young adults with the training, skills and experience necessary to gain employment in today's competitive workforce.

ELIGIBILITY & NOTES

- 1. NHBP Tribal Members, ages 14 to 21, in the seven-county service area.
- 2. Interview dates will be published in the Mini Turtle Press.

CONTACT

Training and Development Manager
Angela Collyer
T 269.704.8320
E angela.collyer@nhbp-nsn.gov



Primary Contact

AUDREY WIEBER | DIRECTOR OF HUMAN RESOURCES | T 269.704.8377
E AUDREY.WIEBER@NHBP-NSN.GOV

Human Resources

{MADMO MIKCHEWIJEK}

JOB BANK

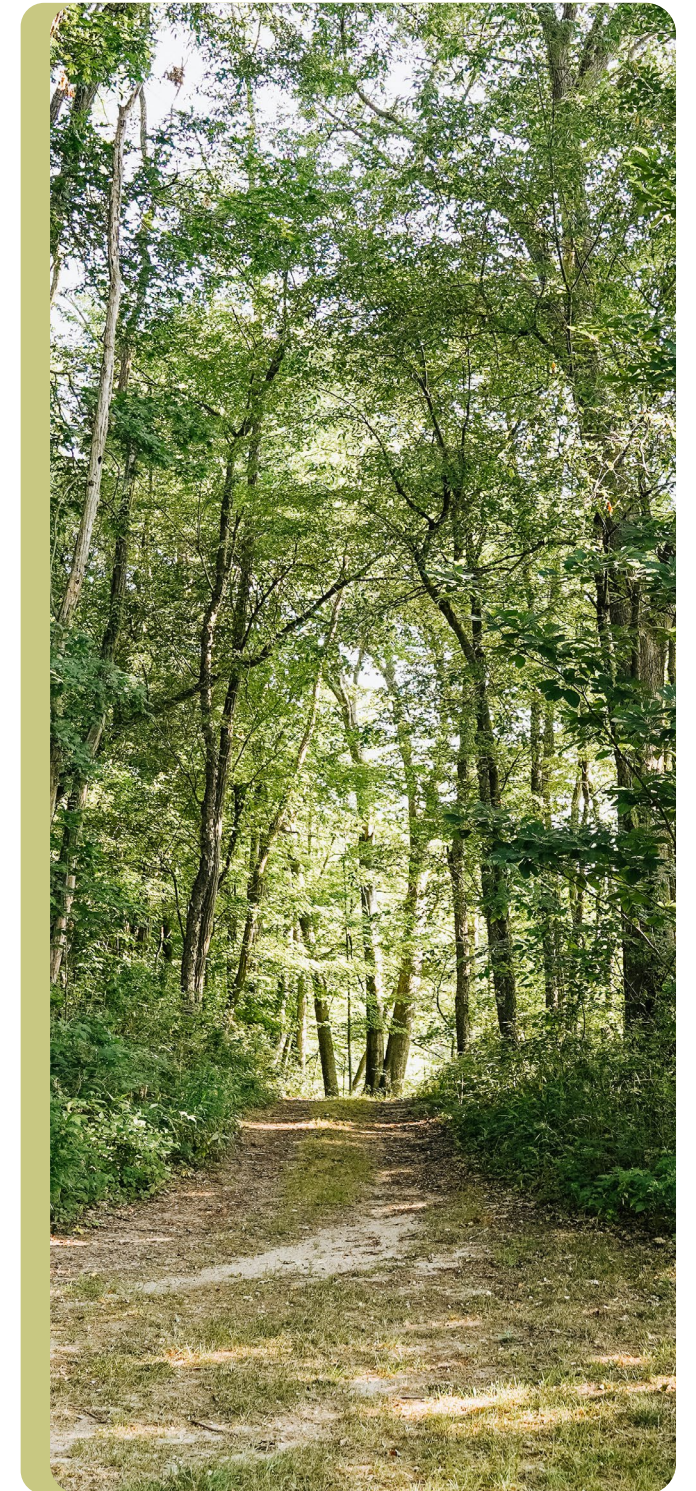
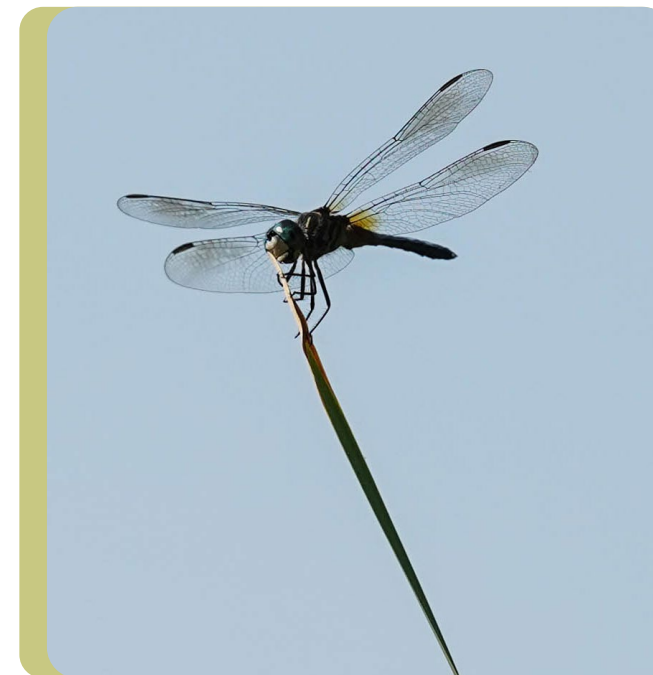
Provides temporary employment to gain work experience on a variety of projects.

ELIGIBILITY & NOTES

- 1. NHBP Tribal Members, spouses or parents of Tribal Members and Members of federally recognized Tribes.
- 2. Review and initial the Job Bank Policy, complete the application form and the form for the background check.
- 3. The individual will be on a rotation list as jobs become available.

CONTACT

Human Resources Department
T 269.729.5151



Planning

{ ÉJE-NAGDÉWENDENÉK }

The Planning Department is an internal service providing support to multiple departments. Planning responsibilities include the coordination and support for implementing activities to achieve the 2018–2022 Strategic Plan objectives and goals. The Department also supports the Strategic Plan implementation through the development of competitive grant proposals that provide funding for key initiatives and projects that help achieve the mission of NHBP.



Primary Contact

**DAN GREEN | CHIEF PLANNING OFFICER | T 616.514.3660
E DAN.GREEN@NHBP-NSN.GOV**





Tribal Operations and Departments

Bkedé O Mshiké

{ THE HUNGRY TURTLE }

NATIVE ARTISTS

Native Artists are able to sell artwork and designs at Bkedé O Mshiké.

ELIGIBILITY & NOTES

1. Tribal Members of federally recognized Tribes

E-COMMERCE WEBSITE

Provides an online store to purchase NHBP logo apparel and Native made goods.

ELIGIBILITY & NOTES

1. Tribal Members of federally recognized Tribes

Hours of Operation

Monday through Friday
8 a.m. to 6 p.m.

Saturday
10 a.m. to 5 p.m.

Sunday
Closed



Primary Contact

MATTHEW GOLDNER | STORE MANAGER | T 269.704.8355
E MATTHEW.GOLDNER@NHBP-NSN.GOV

Communications

{ NONAWEN }

TURTLE PRESS BIRTHDAYS AND CELEBRATIONS

The Mini Turtle Press offers Tribal Members a chance to share loved ones' birthdays, anniversaries and other celebratory events with the NHBP Tribal Community.

ELIGIBILITY & NOTES

1. NHBP Tribal Members
2. Guidelines:
 - a.) Due by the 10th of the month (For example, to appear in the March Mini Turtle Press, must be submitted by Feb. 10.)
 - b.) Send submissions to the Turtle Press email at turtlepress@nhbp-nsn.gov or by mail:

Attention: Turtle Press
1485 Mno-Bmadzewen Way
Fulton, MI 49052

CONTACT

Turtle Press
T 269.729.5151
E turtlepress@nhbp-nsn.gov

Turtle Press
1485 Mno-Bmadzewen Way
Fulton, MI 49052

Primary Contact

JUDI HENCKEL | DIRECTOR OF COMMUNICATIONS & PR | T 269.704.8361
E JUDITH.HENCKEL@NHBP-NSN.GOV

MEMBERS ONLY WEBSITE

Provides access solely for enrolled NHBP Tribal Members and posts updates for NHBP initiatives, Tribal Council Meeting minutes, and program information and sign ups. The monthly Tribal Council Meeting is livestreamed on the Members Only website, and can be viewed after the meeting as well.

ELIGIBILITY & NOTES

1. NHBP Tribal Members
2. Complete the online form available at members.nhbpi.org

CONTACT

Tracy Adkins
T 269.704.8310
E tracy.adkins@nhbp-nsn.gov



Communications

{NONAWEN}

INSTANT ALERTS

The Communications Department is responsible for maintaining and sending out alerts about closings, time changes for events and public announcements.

ELIGIBILITY & NOTES

1. NHBP Tribal Members
2. Visit the Members Only website to receive these alerts

CONTACT
Tracy Adkins
T 269.704.8310
E tracy.adkins@nhbp-nsn.gov



EMAIL MESSAGING

Monthly emails are delivered directly to a Tribal Member's inbox to keep them up to date with important information about NHBP. Content includes calendars and submissions provided in the Turtle Press, links to photo galleries and event registrations, as well as updates and improvements made on the Pine Creek Indian Reservation and other Tribal properties.

ELIGIBILITY & NOTES

1. NHBP Tribal Members
2. Visit the Members Only website to receive these alerts

CONTACT
Tracy Adkins
T 269.704.8310
E tracy.adkins@nhbp-nsn.gov



Culture

{BODÉWADMI INADZEWEN}

CULTURAL CRAFTS AND PRACTICES

Provides various craft and cultural practice opportunities throughout the year.

ELIGIBILITY & NOTES

1. NHBP Tribal Members and descendants
2. Please check the Members Only website for details as they become available

CONTACT
Cultural Specialist
Michael Medawis
T 616.514.4174
E michael.medawis@nhbp-nsn.gov

Cultural Specialist
Kevin Harris II
T 269.704.4161
E kevin.harrisii@nhbp-nsn.gov



Primary Contact

**FRED JACKO | CULTURE MANAGER | T 269.704.8307
E FRED.JACKO@NHBP-NSN.GOV**

LANGUAGE CLASS

Provides classes to those in the Tribal Community wishing to become speakers of the Bodwéwadmimwen {Potawatomi language}.

ELIGIBILITY & NOTES

1. NHBP Tribal Members and descendants
2. Please check the Members Only website for details as they become available

CONTACT
Language Coordinator
Mon-ee Zapata
T 269.704.8353
E mon-ee.zapata@nhbp-nsn.gov

TEACHINGS

Provides Spring Teachings, which are generally held in April, and Fall Teachings which are generally held in October.

ELIGIBILITY & NOTES

1. NHBP Tribal Members and descendants
2. Please check the Members Only website for details as they become available

CONTACT
Cultural Specialist
Kevin Harris II
T 269.704.4161
E kevin.harrisii@nhbp-nsn.gov

Culture

{BODÉWADMI INADZEWEN}

TRADITIONAL DANCE CLASSES

Provides workshops on various traditional Dances throughout the year.

ELIGIBILITY & NOTES

1. NHBP Tribal Members and descendants
2. Please check the Members Only website for details as they become available

CONTACT

Cultural Specialist
Michael Medawis
T 616.514.4174
E michael.medawis@nhbp-nsn.gov

Cultural Specialist
Kevin Harris II
T 269.704.4161
E kevin.harrisii@nhbp-nsn.gov

SHISHIBÉ

ShiShiBé is a version of Bodéwadmi (Potawatomi) bingo, where attendees can win gifts and prizes while learning the Bodéwadmi language. Occurs monthly at both the Pine Creek and Grand Rapids locations.

ELIGIBILITY & NOTES

1. NHBP Tribal Members and descendants
2. Please check the Members Only website for details as they become available

CONTACT

Language Coordinator
Mon-ee Zapata
T 269.704.8353
E mon-ee.zapata@nhbp-nsn.gov

MEN'S DRUM CLASS

Provides teachings for a Men's Drum Group every second and fourth Monday of the month.

ELIGIBILITY & NOTES

1. NHBP Tribal Members and descendants
2. Please check the Members Only website for details as they become available

CONTACT

Cultural Specialist
Michael Medawis
T 616.514.4174
E michael.medawis@nhbp-nsn.gov

Cultural Specialist
Kevin Harris II
T 269.704.4161
E kevin.harrisii@nhbp-nsn.gov

FIREKEEPER WORKSHOP

Provides a workshop on how to start and keep a traditional Bodéwadmi Shkwodé (Fire).

ELIGIBILITY & NOTES

1. NHBP Tribal Members and descendants
2. Held twice a year, one in spring and one in fall
3. Please check the Members Only website for details as they become available

CONTACT

Cultural Specialist
Kevin Harris II
T 269.704.4161
E kevin.harrisii@nhbp-nsn.gov

Environmental

{MNO KI NENYAK}

ENVIRONMENTAL PROTECTION PROGRAM

Monitors, assesses, protects and restores our air, water, land and wildlife resources. Environmental protection is a yearlong activity. The warm weather months are the most active due to outdoor activities. Environmental protection benefits all Tribal Members living on and near the Pine Creek Indian Reservation, as well as properties held by NHBP.

ELIGIBILITY & NOTES

1. NHBP Tribal Members
2. Request environmental and natural resource based program services directly to the Environmental Department staff

CONTACT

Environmental Director
John Rodwan
T 269.704.7048
E john.rodwan@nhbp-nsn.gov

Senior Environmental Specialist
Eric Kerney
T 269.704.7046
E eric.kerney@nhbp-nsn.gov

Environmental Specialist
Amy Boetcher
T 269.704.7047
E amy.boetcher@nhbp-nsn.gov

NATURAL RESOURCE ACCESS

Inventory and mapping of natural resources on NHBP Lands and Waters to enhance Tribal Membership's access to prime wildlife viewing, gathering and hunting areas. Continual restoration of marginalized landscapes to protect and expand habitats for threatened plant, bird and turtle species. Expansion of canoe and kayak fleet, including 24-foot historic explorer canoe, which can hold up to 10 Tribal Members for lake and river excursions. Access includes a system of docks on streams and ponds.

ELIGIBILITY & NOTES

1. NHBP Tribal Members and descendants
2. Please check the Members Only website for details as they become available

CONTACT

Environmental Director
John Rodwan
T 269.704.7048
E john.rodwan@nhbp-nsn.gov

Senior Environmental Specialist
Eric Kerney
T 269.704.7046
E eric.kerney@nhbp-nsn.gov

Environmental Specialist
Amy Boetcher
T 269.704.7047
E amy.boetcher@nhbp-nsn.gov

Environmental Office Manager
Angie Chivis
T 269.704.8493
E angela.chivis@nhbp-nsn.gov

Primary Contact

**JOHN RODWAN | ENVIRONMENTAL DIRECTOR | T 269.704.7048
E JOHN.RODWAN@NHBP-NSN.GOV**

Environmental

{MNO KI NENYAK}

WILD RICE

Inventories, manages and restores Wild Rice resources. Field activities are inter-departmental and align with the growing season. The height of the season is approximately mid-July to the first week of September. Wild Rice camp is generally held during the first or second week of September.

ELIGIBILITY & NOTES

1. NHBP Tribal Members and Community members
2. Tribal Membership and staff participation in Wild Rice scouting, harvesting and processing is encouraged
3. Inquiries into the Wild Rice Program can be made directly to the Environmental Department

CONTACT

Environmental Director
John Rodwan
T 269.704.7048
E john.rodwan@nhbp-nsn.gov

Environmental Technician
Robert Williams
T 269.704.4176
E robert.williams@nhbp-nsn.gov

MAPLE SYRUP

Manages sugar maple trees (sugar bush), collects sap, produces and bottles maple syrup and hosts the Flapjack Friday event. Maple syrup programming generally begins at the first of each year and continues through Flapjack Friday, which is held on Good Friday of each year. Maple syrup is available for purchase during Flapjack Friday while supplies last. Flapjack Friday is open to all Tribal Members at no cost.

ELIGIBILITY & NOTES

1. NHBP Tribal Members and Community members
2. Requests for volunteering and maple syrup are made directly to the Environmental department

CONTACT

Environmental Director
John Rodwan
T 269.704.7048
E john.rodwan@nhbp-nsn.gov

Environmental Office Manager
Angie Chivis
T 269.704.8493
E angela.chivis@nhbp-nsn.gov



Environmental

{MNO KI NENYAK}

INVASIVE SPECIES ERADICATION

Manages invasive plants associated with the Pine Creek Indian Reservation, particularly invasive garlic mustard and non-native cattails. Begins with the emergence of plants in mid-April and can last up to four weeks, dependent upon weather and field conditions.

ELIGIBILITY & NOTES

1. NHBP Tribal Members
2. All Job Bank candidates are welcome to join the Environmental Department in eradicating plant pests from the Pine Creek Indian Reservation
3. Inquiries into Job Bank positions are made directly to the Human Resources Department; plant questions can be made directly to the Environmental Department

CONTACT

Environmental Director
John Rodwan
T 269.704.7048
E john.rodwan@nhbp-nsn.gov

Senior Environmental Specialist
Eric Kerney
T 269.704.7046
E eric.kerney@nhbp-nsn.gov

RECYCLING AND COMPOSTING

Administers and develops residential recycling, reuse and composting on the Pine Creek Indian Reservation. Activities include drop-off and curbside services and future cooking oil recycling.

ELIGIBILITY & NOTES

1. NHBP Tribal Members
2. Inquiries into the Recycling and Composting Program can be made directly to the Environmental Department

CONTACT

Environmental Director
John Rodwan
T 269.704.7048
E john.rodwan@nhbp-nsn.gov

Environmental Technician
Robert Williams
T 269.704.4176
E robert.williams@nhbp-nsn.gov

Environmental Office Manager
Angie Chivis
T 269.704.8493
E angela.chivis@nhbp-nsn.gov

Government Records

{ÉJE-NADWÉZIBE NIYAK MZENEDENKÉK}

ENROLLMENT ELIGIBILITY, ENROLLMENT APPLICATIONS AND MEMBERSHIP VERIFICATION

Processes enrollment applications and provides Tribal Membership verification.

ELIGIBILITY & NOTES

1. Is a lineal descendant of any person listed on the Taggart Roll of 1904; and
2. Is the biological child of an enrolled member of the NHBP, whether that Member is living or deceased, provided that if the biological parent Member is deceased, he/she was a Member of the NHBP at the time of his/her death; and
3. Was born on or after January 1, 2019; and
4. Is not more than twenty-one (21) years of age as of the date his/her application for enrollment is submitted; and
5. Is not a member of any other Indian Tribe of the United States or Canada, whether federally recognized or not.

CONTACT

Government Records Manager
Larysa Hill
T 269.704.8391
E larysa.hill@nhbp-nsn.gov

Enrollment Specialist
Denise Day
T 269.704.8358
E denise.day@nhbp-nsn.gov

Primary Contact

**LARYSA HILL | GOVERNMENT RECORDS MANAGER | T 269.704.8391
E LARYSA.HILL@NHBP-NSN.GOV**

EDUCATIONAL REQUIREMENT CERTIFICATION FOR PURPOSES OF PER CAPITA DISTRIBUTION

In order for an eligible Member who reaches the age of eighteen (18) on January 1, 2018, or later to receive a per capita payment directly, the Member must submit to the Enrollment Office a copy of his or her high school diploma and a certificate verifying successful completion of a financial literacy course. The appropriate documentation must be submitted before any eligible Member may receive their per capita directly. If such copies are not submitted in a timely manner, the per capita payment for these Members shall be deposited in the Member's Minors Trust account.

ELIGIBILITY & NOTES

1. NHBP Tribal Members
2. Provide evidence that eligible Tribal Member has successfully completed the education requirements prescribed in the amended Revenue Allocation Plan:

- a.) A copy of the high school diploma or certificate equivalent to a high school diploma
- b.) Financial literacy course certificate

CONTACT

Enrollment Specialist
Denise Day
T 269.704.8358
E denise.day@nhbp-nsn.gov

Government Records

{ÉJE-NADWÉZIBE NIYAK MZENEDENKÉK}

MICHIGAN INDIAN TUITION WAIVER TRIBAL CERTIFICATION

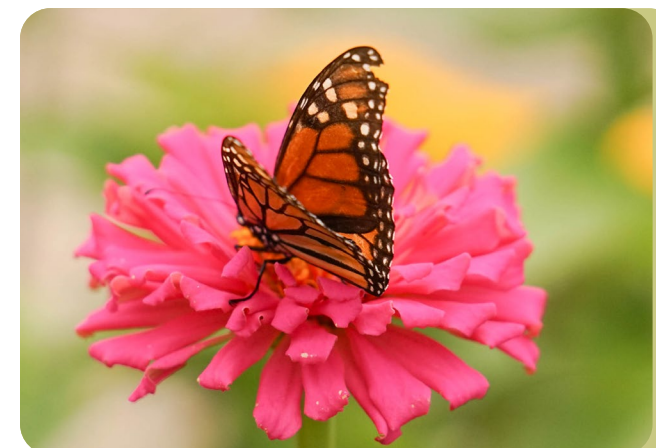
The Michigan Indian Tuition Waiver Tribal Certification (MITW) is a program enacted by Public Act 174 of 1976, which waives the tuition costs for eligible Native Americans in public community colleges or universities within Michigan.

ELIGIBILITY & NOTES

1. NHBP Tribal Members
2. Must be enrolled at one of Michigan's public colleges or universities
3. Must be one quarter or more Native American blood quantum, as certified by the Enrollment Office
4. Must be a legal resident of the state of Michigan for no less than 12 consecutive months
5. Submit the MITW application located at https://www.michigan.gov/documents/mdcr/MITWAppFinal-4-28-2016_523096_7.pdf to the Enrollment Office for certification

CONTACT

Enrollment Specialist
Denise Day
T 269.704.8358
E denise.day@nhbp-nsn.gov



REQUESTS FOR PUBLIC GOVERNMENT RECORDS

Tribal Members have a general right to request a copy of the Tribal records, except where such records have been determined to be precluded from disclosure because of confidentiality and privacy requirements.

ELIGIBILITY & NOTES

1. NHBP Tribal Members
2. Submit a Records Request Form that can be found on the Members Only website

CONTACT

Government Records Manager
Larysa Hill
T 269.704.8391
E larysa.hill@nhbp-nsn.gov

NOTARY SERVICE

Available for Tribal Members free of charge.

ELIGIBILITY & NOTES

1. NHBP Tribal Members
2. Submit a Records Request Form that can be found on the Members Only website

CONTACT

Government Records Manager
Larysa Hill
T 269.704.8391
E larysa.hill@nhbp-nsn.gov

Enrollment Specialist
Denise Day
T 269.704.8358
E denise.day@nhbp-nsn.gov

Health and Human Services

{MNO BMADZEWEN}

ASSISTANCE WITH APPLYING FOR FEDERAL GOVERNMENT AID

Provides assistance when applying for Medicaid, Social Security benefits, marketplace insurance enrollment and disability benefits.

CONTACT

Patient Benefits Advocate
Dena Juday
T 269.704.8349
E dena.juday@nhbp-nsn.gov



CHILDCARE ASSISTANCE PROGRAM

The Childcare Assistance program provides assistance for NHBP's low-income families to help pay for needed childcare.

ELIGIBILITY & NOTES

NHBP Tribal Members and direct descendants (that are eligible for enrollment) who are under the age of 13 (or under the age of 18, if the child is physically or mentally incapable of self-care) and meet the following criteria, among others:

1. Resides in a family household in which total adult household gross income does not exceed 85% of the current state median income for a family of the same size (not including per capita distributions).
2. Applied for and received denial from the state Department of Health and Human Services.
3. Resides with a parent or guardian participating in an eligible activity;
 - a.) Working
 - b.) Job training
 - c.) Education program
 - d.) Job seeking
 - e.) Special circumstances, as determined by the NHBP Social Services Department and the Tribal Early Childhood Specialists.

CONTACT

Tribal Early Childhood Specialist
Kailey Cline
T 616.514.3635
E kailey.cline@nhbp-nsn.gov

Health and Human Services

{MNO BMADZEWEN}

BILLING INQUIRIES

If a patient has questions concerning a bill received from the NHBP Clinic, please call the Grand Rapids Health Facility during normal business hours.

ELIGIBILITY & NOTES

1. NHBP Clinic patients

CONTACT

Billing and Accounts Receivable Specialist
Emily Pieri
T 616.514.3666
E emily.pieri@nhbp-nsn.gov

MEDICAL RECORDS REQUESTS

NHBP is able to send patient records to other providers by request.

ELIGIBILITY & NOTES

1. NHBP Clinic patients
2. Fill out the Release of Information Form and return to an NHBP Health Facility

CONTACT

Health Information/Clinical Applications Coordinator/LPN
Kathie Grothaus
T 269.729.4422
E kathie.grothaus@nhbp-nsn.gov

CONTRACT HEALTH SERVICES

Provides assistance with medical payments for eligible beneficiaries residing within the Contract Health Services delivery area (CHSDA), who are not eligible for NHBP Healthcare.

ELIGIBILITY & NOTES

1. Must be an NHBP direct descendant under the age of 19, a non-Indian woman pregnant with an NHBP Tribal Member's child or a Member from any federally recognized Tribe residing on the Pine Creek Indian Reservation

CONTACT

Patient Benefits Advocate
Dena Juday
T 269.704.8349
E dena.juday@nhbp-nsn.gov



Primary Contact

ROSALIND JOHNSTON | DIRECTOR OF HEALTH AND HUMAN SERVICES
T 269.704.8344 | E ROSALIND.JOHNSTON@NHBP-NSN.GOV

Business Office

ANDREW STRAATSMA | BUSINESS OFFICE MANAGER | T 616.249.0159
E ANDREW.STRAATSMA@NHBP-NSN.GOV

NHBP Healthcare

{MNO BMADZEWEN}

FOREST COUNTY POTAWATOMI INSURANCE DEPARTMENT (FCPID)

Provides coverage for NHBP Tribal Members for health care services including medical, dental, vision, and mental health services. This coverage is administered by Forest County Potawatomi Insurance Department (FCPID). The network of allowable providers includes any provider that accepts Medicare. Applications may be obtained via the NHBP Members Only website, or by contacting the Patient Benefits Advocate. Once an application is received and processed by FCPID, the applicant will receive an NHBP Healthcare Identification Card. Present this card to providers as you would an insurance card. Providers may call the number on the back of the card for more information.

A CHANGE OF FORM IS REQUIRED

Tribal Members who have had a change in personal information including: name change, change of address, marriage, divorce, or change in other health insurance coverage, are required to report this to FCP Insurance.

NHBP TRIBAL MEMBERS WHO TURN 18:

Now that you have reached the age of 18, you are required to be on your own NHBP Healthcare Plan. You can receive an application from any of the following:

- Visit the Members Only website
- Contact Patient Benefits Advocate
Dena Juday at 269.704.8349 or
dena.juday@nhbp-nsn.gov
- Contact Forest County Potawatomi
Insurance Department at 715.478.7448

REIMBURSEMENT FOR OUT-OF-POCKET COSTS

Submit receipts and a completed Health Expense Reimbursement Request form to the FCPID Insurance Department for reimbursement of out-of-pocket costs related to the Tribal Healthcare Plan. How to View a Claim Status or Print a Temporary Card:

Go to www.fcipotawatomi.com

- Click on the 'Insurance' tab
- Click on the 'Benefits Login' tab
- Register and enroll to create an account

ELIGIBILITY & NOTES

NHBP Healthcare is only available to enrolled NHBP Tribal Members by application. It is not available for non-Member spouses or non-Member dependents

FCP Insurance Department
P.O. Box 370, Crandon, WI 54520
T 715.478.7448

Customer Service For Finding a Network Provider,
Coverage, Claims, And Eligibility:
T 715.478.7448

Pre-Certification:
Hines & Associates
T 866.729.0127

Medical Clinic

{MNO BMADZEWEN}

PRIMARY CARE

The Medical Team consisting of Physicians, Advance Practice Clinicians, Nurses, Patient Care Assistants, Medical Assistants and Medical Secretaries, provide general health care services including, but not limited to:

- Wellness exams throughout one's lifespan
- Primary care for ages: newborn to Elder
- Sports physicals
- Medical management and treatment of acute and chronic conditions: Diabetes, asthma, chronic obstructive pulmonary disease (COPD), high blood pressure, etc.
- Medication review and management
- Immunizations, flu vaccines
- Simple biopsies
- Joint injections
- Referrals to specialty care and preventive screen
- Blood draw site for lab test
- Department of Transportation (DOT) physicals
- Point of care lab testing: Strep throat, pregnancy, glucose, A1C, CMP, cholesterol, HIV, etc.



SAME-DAY VISITS

Provides care for simple lacerations, minor burns, minor sprains, flu-like symptoms, sore throats and migraine headaches. There are no out-of-pocket fees for Direct Care Services provided at the Health Facility for American Indians and Alaskan Natives. However, any available insurance, Medicaid, Medicare or grant funds may be billed for services. NHBP Healthcare is only available to enrolled NHBP Tribal Members by application. It is not available for non-Member spouses or non-Member dependents

ELIGIBILITY & NOTES

1. All federally recognized Tribal Members and descendants
2. Adopted, foster, step and legal ward children of a federally recognized Tribal Member
3. Mothers of unborn American Indian/Alaskan Native (AI/AN) children
4. Spouses of all federally recognized Tribal Members
5. NHBP employees

Hours of Operation

Grand Rapids Health Facility
616.249.0159
Monday-Friday
8:30 a.m. to 5 p.m.

NHBP Health @ FireKeepers
269.704.8304
Monday-Saturday
7 a.m. to 7 p.m.

Pine Creek Healthy Facility
616.249.0159
Monday-Friday
8:30 a.m. to 5 p.m.

Primary Contact

PATIENT BENEFITS ADVOCATE | DENA JUDAY | T 269.704.8349
E DENA.JUDAY@NHBP-NSN.GOV

Primary Contact

SARAH VANOOSTENDORP | HEALTH OFFICE MANAGER | T 269.704.8322
F 269.729.4460 | E SARAH.VANOOSTENDORP@NHBP-NSN.GOV

Contact

NICOLE EDSON BSN, RN CLINICAL MANAGER AT: NHBP HEALTH @FIREKEEPERS &
PINE CREEK HEALTH FACILITY | 269.704.8342 | E NICOLE.EDSON@NHBP-NSN.GOV

Transportation

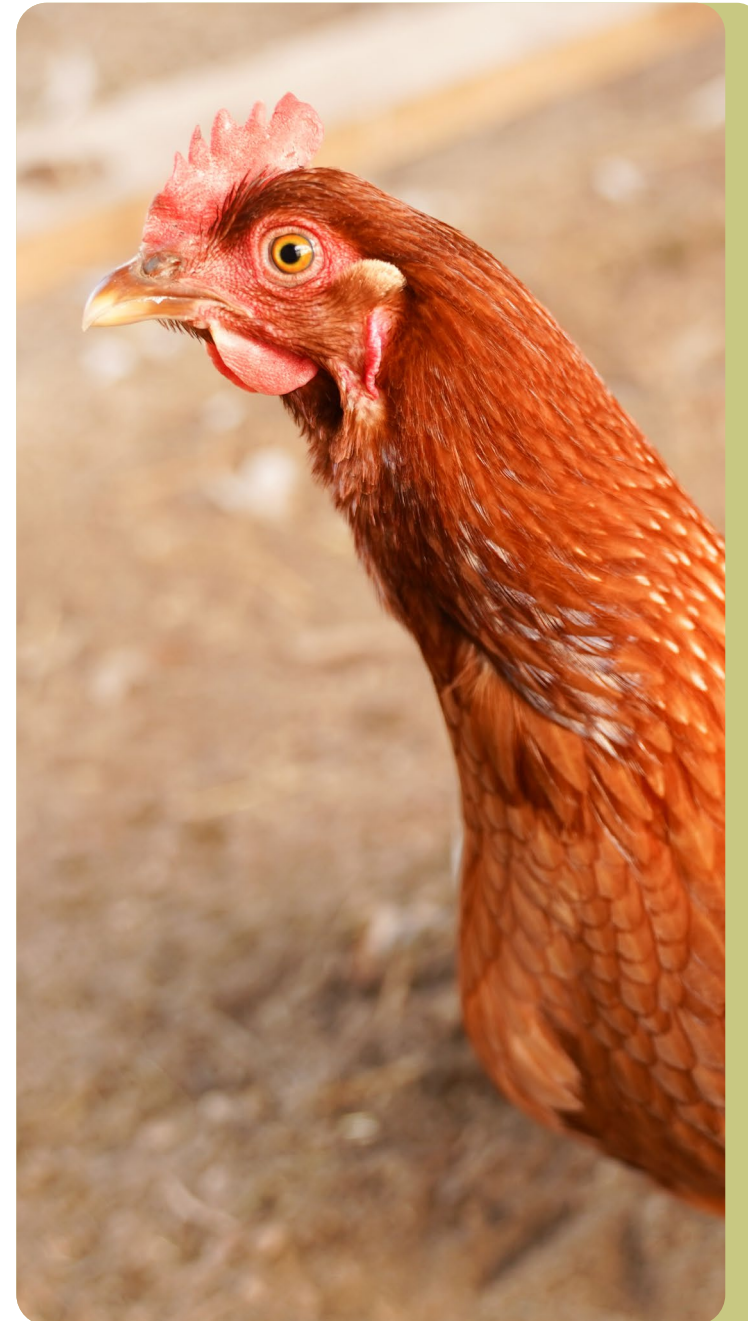
{MNO BMADZEWEN}

SERVICES

Provides transportation for medical, dental, mental health and vision related appointments within NHBP or with outside providers. This can also assist with prescription pick up.

ELIGIBILITY & NOTES

1. NHBP Tribal Members and descendants
2. Other federally recognized Tribal Members may be eligible under specific programs on a case by case basis
3. Requires a Certification of Need and Waiver of Liability



Primary Contact

SARAH VANOOSTENDORP | HEALTH OFFICE MANAGER | T 269.704.8322
F 269.729.4460 | E SARAH.VANOOSTENDORP@NHBP-NSN.GOV

Behavioral Health

{MNO BMADZEWEN}

SERVICES

The reasons for seeking behavioral health services vary, but may include relationship struggles, addictions, depression or anxiety, mental health diagnoses, parenting concerns, past or current traumatic experiences, or situational stressors. Whatever the reason, the HHSD understands that Native culture is an important factor for many of our clients and a desired component in treatment goals. The HHSD strives to provide culturally specific treatment with the ultimate goal of promoting the highest level of overall well-being for each individual. NHBP behavioral health clinicians are licensed to practice in Michigan and specialize in certain areas such as the treatment of addictions, trauma informed practice and alternative treatment methods. They also have experience serving the diverse Native community.

ELIGIBILITY & NOTES

1. All federally recognized Tribal Members, descendants, family members, mothers of an unborn American Indian or Alaskan Native (AI/AN) and NHBP employees
2. The HHSD strives to provide inclusive treatment options regardless of race, sexual orientation, and spiritual or religious status

Primary Contact

SHERRI LOCKARD | ADMINISTRATIVE ASSISTANT TO BEHAVIORAL HEALTH
T 616.514.3641 | F 833.403.7768 | E SHERRI.LOCKARD@NHBP-NSN.GOV

Contact

NICHOL BREMER, LMSW, ACTP, CAADC, ADS, MAC | BEHAVIORAL HEALTH SERVICES MANAGER
T 616.249.0159 | F 833.403.7768 | E NICHOL.BREMER@NHBP-NSN.GOV

The NHBP Behavioral Health Services team utilizes evidenced-based practices and current treatment guidelines to deliver treatment using many modalities and strategies. This includes, but is not limited to:

- Native American cultural approaches
- Cognitive Behavioral Therapy
- Substance use cessation case management
- Trauma therapy
- Mindfulness skills
- Motivational interviewing
- Eye Movement Desensitization Reprocessing (EMDR)
- NHBP Behavioral Health Services also works with available grant funding whenever possible to support access to inpatient and/or detox services

Some examples of services the HHSD cannot provide at this time are:

- Psychiatric care (in development)
- The control, prescribing, dispensing, or administering of medications
- Dialectical Behavior Therapy (DBT)
- Inpatient services
- Intensive Outpatient Programming (IOP)
- Medication Assisted Treatment (MAT) (in development)
- Homebased child and family treatment

If an individual requires a service that NHBP does not provide, the NHBP Behavioral Health Services team will refer the individual to an available community resource that fits the individual's needs

Behavioral Health

{MNO BMADZEWEN}

NHBP's Behavioral Health Services team offers programs including outpatient services, substance use disorder (SUD) case management, and consultation services.

- Outpatient services provides outpatient licensed mental health and addiction counseling to eligible clients, typically once per week.
- SUD case management services provides hands-on supportive services for clients who need assistance connecting to detox or inpatient treatment for substance use, or whom have substance use related difficulties with housing or other concrete needs.
- Behavioral health consultant services works hand-in-hand with the medical team at the Pine Creek Health Facility in order to address behavioral health concerns that are related to or exacerbating medical concerns.

COVID-19 TELEHEALTH

NHBP Behavioral Health Services never closed, but did transition to telehealth services for behavioral health needs during the pandemic. In order to receive telehealth behavioral health services, you will need to plan for a safe, private space where you can conduct your telehealth session. You do not need to download an app and you can request telephone sessions if you prefer. The Behavioral Health Services team will resume in-person services once it is deemed safe to do so.

VIRTUAL WELLBRIETY RECOVERY GROUP

Behavioral Health is hosting online Wellbriety Group meetings weekly via Zoom video conference. This is a support group for Native Americans in the recovery journey. In-person Wellbriety groups will resume once it is deemed safe to do so.

NOTES

Behavioral Health continues to work toward increasing the services available to Tribal Members and other eligible clients. We hope to return Traditional Healing services to the community in 2021! We are also working on adding Medication Assisted Treatment (MAT) and psychiatric services while expanding consultant services at the Grand Rapids Health Facility.



Primary Contact

SHERRI LOCKARD | ADMINISTRATIVE ASSISTANT TO BEHAVIORAL HEALTH
T 616.514.3641 | F 833.403.7768 | E SHERRI.LOCKARD@NHBP-NSN.GOV

Contact

NICHOL BREMER, LMSW, ACTP, CAADC, ADS, MAC | BEHAVIORAL HEALTH SERVICES MANAGER
T 616.249.0159 | F 833.403.7768 | E NICHOL.BREMER@NHBP-NSN.GOV

Community Health

{MNO BMADZEWEN}

HOLD IT FOR THE HOLIDAYS

Provides a seven-week program to focus on avoiding weight gain during the holiday season. This program runs shortly before Thanksgiving and until after the New Year.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, descendants and employees
2. Registration is required

CONTACT

Pine Creek Health Facility
269.729.4422

Grand Rapids Health Facility
616.249.0159

WINTER MELTDOWN

Winter Meltdown is a six-week health and weight-loss competition. This program runs February through March.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, descendants and employees
2. Registration is required

CONTACT

Pine Creek Health Facility
269.729.4422

Grand Rapids Health Facility
616.249.0159

Primary Contact

CAMERYN RYAN | COMMUNITY HEALTH OUTREACH MANAGER
T 616.514.3640 | E CAMERYN.RYAN@NHBP-NSN.GOV

LUNCH AND LEARN

Provides a weekly congregate meal and education session at the Pine Creek Community Center. Lunch and Learn is free for Tribal Elders, \$3 for Tribal Members and employees, and \$6 for community members.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, spouses, descendants, NHBP Health Facility patients, employees and community members

CONTACT

Pine Creek Health Facility
269.729.4422

COUCH TO 5K

Participate in one of three programs for 8 weeks with the overall goal of being able to complete a 5K. This program will lead up to the NHBP Light Up the Rez 5K. Groups will meet once per week. These groups are optional but encouraged.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, spouses, descendants, employees and the public
2. Registration is required

CONTACT

Health Educator
Shelby Brueck
T 269.729.4422
E shelby.brueck@nhbp-nsn.gov

Community Health

{MNO BMADZEWEN}

WE R NATIVE

Provides education for 12 to 18-year-olds through the evidence-based We R Native curriculum that teaches youth important topics including media literacy, sexual education, drug and alcohol prevention, suicide prevention, bullying, healthy relationships and community involvement. This program typically runs biannually and alternates locations.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, employees, community members and the public
2. Registration is required

CONTACT

Health Educator
Shelby Brueck
T 269.729.4422
E shelly.brueck@nhbp-nsn.gov

Health Educator
Brianna Parrish
T 616.249.0159
E brianna.parrish@nhbp-nsn.gov

LIGHT UP THE REZ 5K & TURTLE TROT

An annual community 5K and 1 Mile event. This event typically takes place in June.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, employees, community members and the public
2. Registration is required

CONTACT

Health Educator
Shelby Brueck
T 269.729.4422
E shelly.brueck@nhbp-nsn.gov



Primary Contact

CAMERYN RYAN | COMMUNITY HEALTH OUTREACH MANAGER
T 616.514.3640 | E CAMERYN.RYAN@NHBP-NSN.GOV

Community Health

{MNO BMADZEWEN}

DIABETES CASE MANAGEMENT

Provides primary diabetic care to help achieve better results and self-management with the assistance of a diabetes case manager.

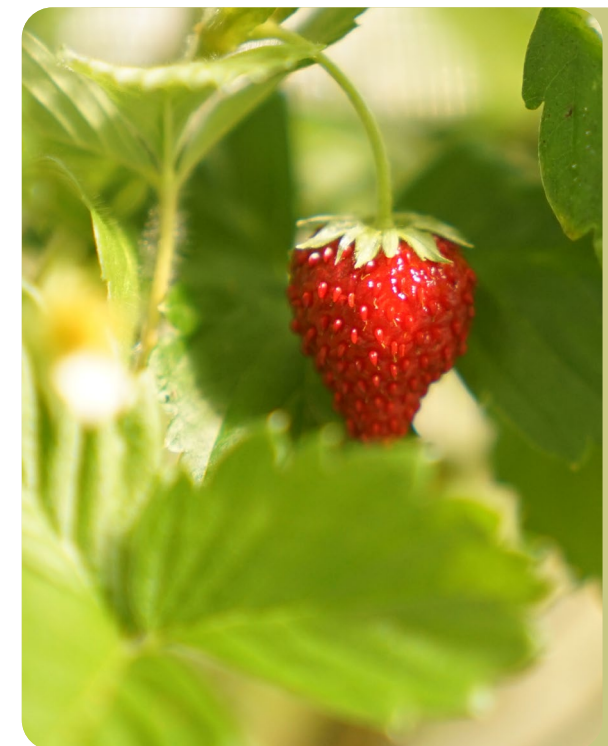
ELIGIBILITY & NOTES

1. Available to all patients using NHBP for their primary diabetic care
2. Case management is available on an ongoing basis
3. Must register to participate

CONTACT

Pine Creek Health Facility
269.729.4422

Grand Rapids Health Facility
616.249.0159



ALL 4 DIABETES

The American Diabetes Association has found that patients who participate in regular clinic appointments have a lower rate of emergency room visits and sick days. Also, patients report having a higher rate of satisfaction with their health care.

The NHBP Health Clinics are here to help you stay on track with your diabetes management through the four diabetic visits that are recommended each year.

To start the year off right, schedule your first quarterly appointment and receive an incentive for each visit you attend.

Also, receive a bonus box when you meet with an NHBP Registered Dietitian.

ELIGIBILITY & NOTES

1. Patients diagnosed with diabetes who receive their diabetic care at one of the three NHBP Health Clinics

CONTACT

Health Educator
Shelby Brueck
T 269.729.4422
E shelly.brueck@nhbp-nsn.gov

Health Educator
Brianna Parrish
T 616.249.0159
E brianna.parrish@nhbp-nsn.gov

Registered Dietitian
Erin Stark
T 269.704.4180
E erin.stark@nhbp-nsn.gov

Community Health

{MNO BMADZEWEN}

MEDICAL NUTRITION THERAPY FOR DIABETES

Provides a one-on-one individualized nutrition therapy to manage diabetes.

ELIGIBILITY & NOTES

1. Available to all NHBP Health Clinic patients and support persons
2. Available by referral from primary care provider only

CONTACT

Registered Dietitian
Erin Stark
T 269.704.4180
E erin.stark@nhbp-nsn.gov

DISHES FOR DIABETES

June 2021 in Pine Creek and Grand Rapids.

Four-week series that teaches cooking basics through a fun, hands-on class. Participants will create a carbohydrate consistent meal that follows the MyPlate method.

ELIGIBILITY & NOTES

1. NHBP Tribal Members and NHBP Health Facility patients
2. NHBP Employees
3. Registration is required

CONTACT

Registered Dietitian
Erin Stark
T 269.704.4180
E erin.stark@nhbp-nsn.gov

Primary Contact

CAMERYN RYAN | COMMUNITY HEALTH OUTREACH MANAGER
T 616.514.3640 | E CAMERYN.RYAN@NHBP-NSN.GOV

FITNESS ASSESSMENT

Provides a one-on-one that assesses cardiovascular risk, fitness status and baselines for an individual, resulting in a customized fitness plan.

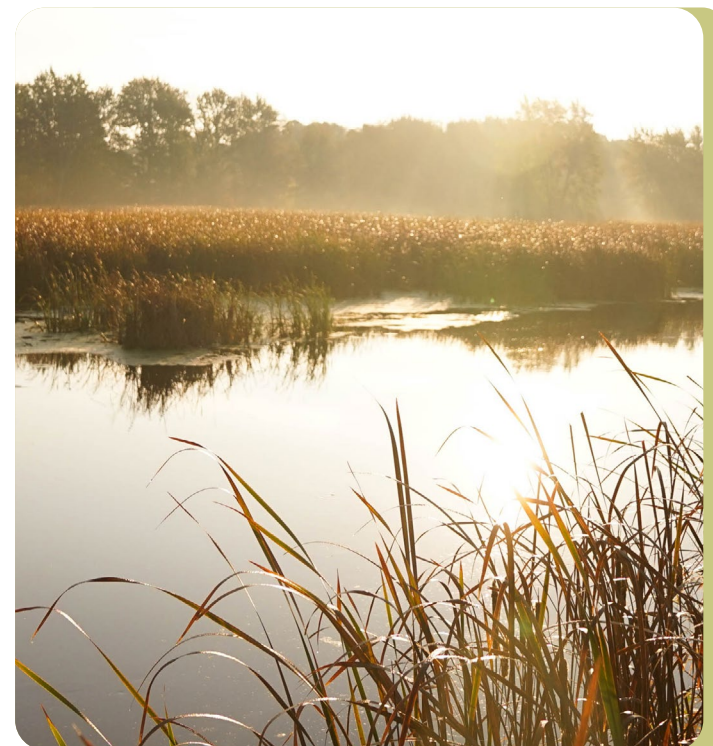
ELIGIBILITY & NOTES

1. NHBP Tribal Members, spouses, NHBP clinic patients and employees

CONTACT

Pine Creek Health Facility
269.729.4422

Grand Rapids Health Facility
616.249.0159



Community Health

{MNO BMADZEWEN}

NHBP FITNESS CENTER MEMBERSHIP

Provides free access to on-site fitness centers that feature cardio equipment, nautilus-style strength equipment and free weights.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, spouses, NHBP Clinic patients and employees
2. Registration and fitness center assessment is required for key card access

CONTACT

Health Educator
Shelby Brueck
T 269.729.4422
E shelby.brueck@nhbp-nsn.gov

Health Educator
Brianne Parrish
T 616.249.0159
E brianne.parrish@nhbp-nsn.gov

HOURS OF OPERATION

GRAND RAPIDS
FITNESS CENTER
Monday through Sunday
7 a.m. to 7 p.m.

PINE CREEK
FITNESS CENTER
Monday through Friday
5 a.m. to 10 p.m.
Saturday and Sunday
7 a.m. to 8 p.m.

FITNESS MEMBERSHIP FINANCIAL ASSISTANCE

Provides those residing more than 20 miles from an NHBP Fitness Center with financial assistance to purchase an alternate gym membership. This program will cover up to \$25 per month toward a fitness facility membership. These fees are paid in six-month increments and must be payable directly to the fitness facility at a rate of up to \$150 for the first six months. NHBP does not cover any registration or joining fees.

ELIGIBILITY & NOTES

1. NHBP Tribal Members living within CHSDA area of Allegan, Barry, Branch, Calhoun, Kalamazoo, Kent and Ottawa counties
2. A Fitness Assessment and registration are required. Please contact a Health Educator to set up an appointment

CONTACT

Health Educator
Brianne Parrish
T 616.249.0159
E brianne.parrish@nhbp-nsn.gov



Community Health

{MNO BMADZEWEN}

BIKE LOAN

Provides a bicycle and routes to explore the Pine Creek Indian Reservation. Stop in at the Pine Creek Health Facility to sign up and reserve your bike. Bikes are available April through October.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, spouses, descendants, NHBP Clinic patients and employees
2. Registration is required

CONTACT

Health Educator
Shelby Brueck
T 269.729.4422
E shelby.brueck@nhbp-nsn.gov

SNOW SHOE LOAN

Provides snow shoes and poles for loan to explore the snow-covered Pine Creek Indian Reservation. Stop in at the Pine Creek Health Facility to sign up, reserve snow shoes and receive a trail route map. Snow shoes are available December through March, depending on the weather.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, spouses, descendants, NHBP Clinic patients and employees
2. Registration is required

CONTACT

Health Educator
Shelby Brueck
T 269.729.4422
E shelby.brueck@nhbp-nsn.gov



Primary Contact

CAMERYN RYAN | COMMUNITY HEALTH OUTREACH MANAGER
T 616.514.3640 | E CAMERYN.RYAN@NHBP-NSN.GOV

Community Health

{MNO BMADZEWEN}

HEALTH EDUCATION AND COACHING

Community Health staff will coach you through a health behavior change of your choice and will be there to support and motivate you on your journey to wellness.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, spouses, NHBP Clinic patients and employees
2. Registration and fitness center assessment is required for key card access

CONTACT

Health Educator
Brienne Parrish
T 616.249.0159
E brienne.parrish@nhbp-nsn.gov

Health Educator
Shelby Brueck
T 269.729.4422
E shelby.brueck@nhbp-nsn.gov

Community Health Representative
Pennie Jewell
T 269.729.4422
E pennie.jewell@nhbp-nsn.gov

HOME HEALTH SERVICES

Community Health Representatives are available at both the Pine Creek and Grand Rapids Health Facilities and provides home health services including, but not limited to:

- Home visiting
- Patient advocacy
- Medical transition assistance
- Care coordination services
- Conducting home health assessments
- Well checks
- Home fall risk assessments and offering accommodation

ELIGIBILITY & NOTES

1. NHBP Tribal Members

CONTACT

Pine Creek Health Facility
269.729.4422

Grand Rapids Health Facility
616.249.0159



Community Health

{MNO BMADZEWEN}

LACTATION & BREASTFEEDING CONSULTATION

Provides individual lactation counseling with a Certified Lactation Counselor (CLC), who offers support and guidance on breastfeeding, including preparation before birth, supportive services after birth, problem solving, and more.

ELIGIBILITY & NOTES

1. Available to NHBP Tribal Members, descendants and NHBP Clinic patients with children who are up to five years old
2. Services available by appointment only
3. Must reside within CHSDA Service Area of Allegan, Barry, Branch, Calhoun, Kalamazoo, Kent and Ottawa counties

CONTACT

Grand Rapids Health Facility
Tribal Early Childhood Specialist
Kailey Cline
T 616.249.0159
E kailey.cline@nhbp-nsn.gov

CHSDA Service Area Of Allegan,
Barry, Branch, Calhoun,
Kalamazoo, Kent and
Ottawa Counties:

Community Health Nurse
Dawn Cordero-Reyes
T 616.249.0159
E dawn.cordero@nhbp-nsn.gov

DEVELOPMENTAL SCREENINGS

Identifies strengths and needs early to ensure healthy growth and development. Maternal Child Health staff are available at both locations for developmental screenings and consultations.

ELIGIBILITY & NOTES

1. Available to NHBP Tribal Members, descendants and NHBP Clinic patients with children who are up to five years old
2. Services available by appointment only
3. Must reside within CHSDA Service Area of Allegan, Barry, Branch, Calhoun, Kalamazoo, Kent and Ottawa counties

CONTACT

Grand Rapids Health Facility
Tribal Early Childhood Specialist
Kailey Cline
T 616.249.0159
E kailey.cline@nhbp-nsn.gov

CHSDA Service Area Of Allegan,
Barry, Branch, Calhoun,
Kalamazoo, Kent and
Ottawa Counties:

Community Health Nurse
Dawn Cordero-Reyes
T 616.249.0159
E dawn.cordero@nhbp-nsn.gov

Community Health

{MNO BMADZEWEN}

HEALTHY START PLAYGROUP

Provides developmentally appropriate activities, outings and camaraderie with other early childhood families. Healthy Start Playgroups take place monthly at both locations.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, descendants and Maternal Child Health program families
2. Registration is required and may be limited in capacity

CONTACT

Grand Rapids Health Facility
Tribal Early Childhood Specialist
Kailey Cline
T 616.249.0159
E kailey.cline@nhbp-nsn.gov

NUTRITION ASSESSMENT AND FAMILY NUTRITION COUNSELING

Provides individual nutrition assessment and family nutrition counseling.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, descendants, employees and NHBP Clinic patients
2. By referral only, from PCP or call a NHBP Healthy Facility

CONTACT

Registered Dietitian
Erin Stark
T 269.704.4180
E erin.stark@nhbp-nsn.gov

Pine Creek Health Facility
T 269.729.4422

Grand Rapids Health Facility
T 616.249.0159



Primary Contact

CAMERYN RYAN | COMMUNITY HEALTH OUTREACH MANAGER
T 616.514.3640 | E CAMERYN.RYAN@NHBP-NSN.GOV

Community Health

{MNO BMADZEWEN}

HEALTHY START AND TRIBAL HOME VISITING

Community Health staff will coach you through a health behavior change of your choice and will be there to support and motivate you on your journey to wellness.

ELIGIBILITY & NOTES

1. Available to NHBP Tribal Members, descendants and NHBP Clinic patients with children who are up to five years old
2. Services available by appointment only
3. Must reside within CHSDA Service Area of Allegan, Barry, Branch, Calhoun, Kalamazoo, Kent and Ottawa counties

CONTACT

Grand Rapids Health Facility
Tribal Early Childhood Specialist
Kailey Cline
T 616.249.0159
E kailey.cline@nhbp-nsn.gov

CHSDA Service Area Of Allegan,
Barry, Branch, Calhoun,
Kalamazoo, Kent and
Ottawa Counties:

Community Health Nurse
Dawn Cordero-Reyes
T 616.249.0159
E dawn.cordero@nhbp-nsn.gov

CHILD PASSENGER SAFETY

Provides a car seat along with installation and safety education.

ELIGIBILITY & NOTES

1. NHBP Tribal Members and descendants with children, up to 4'8" in height
 - a. Other federally recognized Tribal Members and NHBP Clinic patients may be eligible depending on the continuation of the state-run program
2. Services available by appointment only
3. Must reside within CHSDA Service Area of Allegan, Barry, Branch, Calhoun, Kalamazoo, Kent and Ottawa counties

CONTACT

Community Health Representative
Pennie Jewell
T 269.729.4422
E pennie.jewell@nhbp-nsn.gov

Community Health

{MNO BMADZEWEN}

SAFE SLEEP AND PACK N' PLAY

Provides one Pack N' Play per family, based on need while supplies and grant funding lasts.

ELIGIBILITY & NOTES

1. Enrolled families of the NHBP Maternal Child Health Program
2. Must reside within CHSDA Service Area of Allegan, Barry, Branch, Calhoun, Kalamazoo, Kent and Ottawa counties

CONTACT

Grand Rapids Health Facility
Tribal Early Childhood Specialist
Kailey Cline
T 616.249.0159
E kailey.cline@nhbp-nsn.gov

CHSDA Service Area Of Allegan,
Barry, Branch, Calhoun,
Kalamazoo, Kent and
Ottawa Counties:

Community Health Nurse
Dawn Cordero-Reyes
T 616.249.0159
E dawn.cordero@nhbp-nsn.gov

ELDERS FARMERS MARKET VOUCHERS

Provides tokens or coupons to participating Elders for the purchase of fresh produce at local farmers markets. Farmers market vouchers are available during the May through October growing season.

ELIGIBILITY & NOTES

1. NHBP Tribal Elders living within the CHSDA service area of Allegan, Barry, Branch, Calhoun, Kalamazoo, Kent and Ottawa counties
2. Must register to participate

CONTACT

Registered Dietitian
Erin Stark
T 269.704.4180
E erin.stark@nhbp-nsn.gov



Primary Contact

COMMUNITY HEALTH OUTREACH MANAGER | CAMERYN RYAN
T 616.514.3640 | CAMERYN.RYAN@NHBP-NSN.GOV

Community Health

{MNO BMADZEWEN}

ELDERS MEAL CARDS

Provides a \$100 per month reloadable gift card for the purchase of healthy foods including produce, dairy and lean meats. Elders also receive a monthly nutrition mailer with tips, education and recipes. This program runs year-round.

ELIGIBILITY & NOTES

1. NHBP Tribal Elders
2. Must register to participate

CONTACT

Health Educator
 Brianne Parrish
 T 616.249.0159
 E brianne.parrish@nhbp-nsn.gov



HARVEST HEALTH FOOD PROGRAM

Provides a four-week program that focuses on various healthy-eating topics including clean eating, eating mindfully and eating to celebrate. This program takes place in the fall.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, spouses, descendants and employees

CONTACT

Health Educator
 Shelby Brueck
 T 269.729.4422
 E shelby.brueck@nhbp-nsn.gov

NUTRITION FOR CHRONIC CONDITIONS

Provides a one-on-one nutrition assessment and follow-up counseling specifically to help manage chronic health conditions holistically.

ELIGIBILITY & NOTES

1. NHBP Tribal Members and NHBP Clinic patients
2. Available by referral only

CONTACT

Registered Dietitian
 Erin Stark
 T 269.704.4180
 E erin.stark@nhbp-nsn.gov

Primary Contact

CAMERYN RYAN | COMMUNITY HEALTH OUTREACH MANAGER
 T 616.514.3640 | E CAMERYN.RYAN@NHBP-NSN.GOV

Community Health

{MNO BMADZEWEN}

NICOTINE REPLACEMENT THERAPY

Provides nicotine replacement therapy that may be used in conjunction with other cessation efforts as determined in collaboration with clients, commercial tobacco cessation case managers and medical providers. Appointments can be made throughout the year.

ELIGIBILITY & NOTES

1. NHBP Tribal Members or NHBP Clinic patients
2. Available by appointment only

CONTACT

Health Educator
 Brianne Parrish
 T 616.249.0159
 E brianne.parrish@nhbp-nsn.gov

Health Educator
 Shelby Brueck
 T 269.729.4422
 E shelby.brueck@nhbp-nsn.gov

TOBACCO CESSATION

One-on-one commercial tobacco counseling and case management is available through appointment with a Health Educator. Appointments can be made throughout the year.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, spouses, descendants, NHBP Clinic patients and employees
2. Appointment is required
3. Must register to participate

CONTACT

Health Educator
 Brianne Parrish
 T 616.249.0159
 E brianne.parrish@nhbp-nsn.gov

Health Educator
 Shelby Brueck
 T 269.729.4422
 E shelby.brueck@nhbp-nsn.gov



Compliance

{MNO BMADZEWEN}

NHBP COMPLIANCE PROGRAM

NHBP's Health and Human Services Department (HHSD) Compliance Program operates in accordance to the guidelines established by the Office of Inspector General (OIG) and the U.S. Department of Health and Human Services. This program provides resources which allows the NHBP HHSD staff to carry out operations ethically and with a high level of integrity and honesty. The motto of the Compliance program is "Do the right thing; Even when no one is watching." The NHBP HHSD's Compliance program provides:

- Written compliance policies, procedures and Code of Ethics
- Compliance oversight and a Compliance Board
- Effective education and training
- Effective lines of communication
- Enforcement of standards through well-publicized disciplinary guidelines
- Implementation of risk assessments, internal monitoring and auditing activities
- Enforcement of prompt responses to detected offenses and developing corrective actions

The Compliance Program requires employees, contract employees, volunteers and interns (depending on their role) to complete the following trainings up hire and annually thereafter:

1. Compliance
2. Fraud, Waste and Abuse
3. HIPAA
4. Information Systems Security Awareness Training
5. Code of Ethics

ELIGIBILITY & NOTES

1. NHBP Health Facility patients and their family members, loved ones and legal representatives



Primary Contact

COMPLIANCE HOTLINE | T 269.223.2286

Dental

{MNO BMADZEWEN}

SERVICES

The Dental team, consisting of two Dentists, Hygienists, Dental Assistants and Dental Office Assistants provides dental services such as, but not limited to:

- Cleanings, scaling and root planing
- Extractions, x-rays, fillings, crowns, bridges and root canals
- Gum disease care
- Dentures and partials
- Athletic mouth guards and bite splints

Complex cases may be referred to outside specialists.

There are no out-of-pocket fees for Direct Care Services provided at the Health Facility for eligible American Indians and Alaskan Natives. However, any available insurance, Medicaid, Medicare and/or grant funds will be billed for services. Some services use an outside laboratory which are not Direct Care Services and will require fees to be paid before services are rendered for all patients. For non-Native patients, all fees out-of-pocket associated with the services apply and are due at the time of service.

ELIGIBILITY & NOTES

1. All federally recognized Tribal Members and descendants
2. Adopted, foster, step and legal ward children of a federally recognized Tribal Member
3. Mothers of unborn American Indian/Alaskan Native (AI/AN) children
4. Spouses of all federally recognized Tribal Members
5. NHBP employees

HOURS OF OPERATION

Grand Rapids Health Facility

Monday to Friday
8:30 a.m. to 5 p.m.

Pine Creek Health Facility

Monday to Friday
8:30 a.m. to 5 p.m.

Primary Contact

GRAND RAPIDS HEALTH FACILITY | T 616.249.0159
PINE CREEK HEALTH FACILITY | T 269.729.4422

Social Services

{MNO MEZODAN BMADZEWEN}

SERVICES

NHBP Social Services is dedicated to supporting individuals to develop knowledge and build on their interests and strengths to continue to increase the well-being of the NHBP Nation and surrounding community. This is done by a variety of means including working 1:1 with individuals and families through direct service provision and support, as well as through training opportunities and groups that support and encourage community strengthening. Social Services benefits the Community by promoting social well-being. Activities focus on the prevention of abuse or exploitation of NHBP Tribal Members and provides a safety net for the most vulnerable. Current Social Services areas include:

- Indian child welfare
- Guardianships and payees
- Vulnerable adults and Elders
- Juvenile justice
- Domestic violence
- NHBP Foster Care Recruitment and Support
- Transportation
- Problem solving support
- Linking with community resources
- Coordination and advocacy with programs, agencies and courts
- Family strengthening and resilience building

ELIGIBILITY & NOTES

1. NHBP Tribal Members and descendants
2. In some cases, immediate family members of NHBP Tribal Members may be eligible for services

CONTACT

Pine Creek Social Services Case Manager
Janet Foster, LMSW, CTP-C
T 269.704.8336
E janet.foster@nhbp-nsn.gov

Grand Rapids Social Services Case Manager
Aleaha Bowen, MA, LLPC, CTP-C
T 616.514.3631
E aleaha.bowen@nhbp-nsn.gov

Trainings offered: ACES and resilience, ICWA, mandated reporter, financial well-being, mental health consultation and others upon request.



Primary Contact

**MEG FAIRCHILD, LMSWM CAADC, ADS, CTP-C, MICHIGAN ACE CERTIFIED
MASTER TRAINER | DIRECTOR OF SOCIAL SERVICES | T 269.704.8349
E MEG.FAIRCHILD@NHBP-NSN.GOV**

Social Services

{MNO MEZODAN BMADZEWEN}

PREVENTION SERVICES

As we collaborate with community members and other programs and departments, we adapt services to incorporate the input and feedback provided. So if you have additional ideas, areas of interest, want to be part of the feedback process, develop your knowledge and skills, etc., please contact Social Services Director Meg Fairchild for more information. Prevention Services benefit the Community by promoting resilience and social well-being through programs and activities to build the skill and knowledge base of NHBP Tribal Members. The majority of these activities are in collaboration with existing programs but with the prevention aspect to the activities. Current prevention areas of focus include:

- Advocacy, mentoring and consultation for Tribal Members, staff and community partners
- Tribal youth and Member skill and leadership development
- Positive coping and self-regulation strategies
- Healthy relationships
- Promote healthy life skills
- Support for safe, stable and equitable learning environments
- Financial capability tools
- Parenting education and family support
- Family and youth leadership development
- Family and Community feedback opportunities
- Mental health consultation with schools, preschools, child care providers and families

ELIGIBILITY & NOTES

1. NHBP Tribal Members and descendants
2. Eligibility may be inclusive of other groups, depending on with whom NHBP is collaborating

CONTACT

Social Services Case Aide
Danielle Pfeifer, CTP-C
T 269.704.8480
E danielle.pfeifer@nhbp-nsn.gov



Social Services

{MNO MEZODAN BMADZEWEN}

ACES RESILIENCE AND COMMUNITY HEALING

(Offered in conjunction with ACE Interface, MI ACE Initiative, and NHBP.)

As science progresses, so does the understanding of Adverse Childhood Experiences (ACEs) and how they negatively impact our well-being as humans in all areas of our lives, whether it be physical, emotional, mental or spiritual. When we learn more about this, we also learn that we have the power as individuals, families and communities to positively impact the prevention of ACEs from being passed down to our children, the power to recognize and heal from our own ACEs to reduce their negative impact on our health and well-being, and the power to work together as a community to heal and improve our well-being as a community by building on our strengths.

NHBP is fortunate to have a Michigan ACEs Master Trainer on staff who was trained and has access to the scientists who conducted the ACEs study and the ongoing ACEs learning community throughout the United States. These sessions are tailored to meet the wants and needs of the group, so there is a great deal of flexibility in the design of what groups or sessions will be like and can include Historical Trauma education.

ELIGIBILITY & NOTES

Anyone interested in learning more about these topics, helping to design groups or sessions, or working to become a presenter or group facilitator themselves, should contact Social Services Director Meg Fairchild for further information and planning.

CONTACT
Social Services Director
Meg Fairchild, LMSW, CAADC, ADS, CTP-C,
MICHIGAN ACE CERTIFIED MASTER TRAINER
T 269.704.8341
E meg.fairchild@nhbp-nsn.gov

FATHERHOOD IS SACRED/ MOTHERHOOD IS SACRED

Fatherhood is Sacred/Motherhood is Sacred is a 12-week group developed by Albert Pooley from the Native American Fatherhood and Families Association. The groups offer community members the opportunity to “gain a deeper understanding of the importance of responsible fatherhood/motherhood as reflected in Native American values and beliefs.” Sessions provide a non-judgmental space for participants to share their thoughts and experiences around supporting the positive development of the next generation. Groups are facilitated by NHBP Tribal Members and employees.

ELIGIBILITY & NOTES

1. NHBP Tribal Members and descendants
2. Eligibility may be inclusive of other groups, depending on with whom NHBP is collaborating

CONTACT
Social Services Case Aide
Danielle Pfeifer, CTP-C
T 269.704.8480
E danielle.pfeifer@nhbp-nsn.gov



Social Services

{MNO MEZODAN BMADZEWEN}

SONS OF TRADITION/ DAUGHTERS OF TRADITION

Sons and Daughters of Tradition is a character building and prevention program developed by the White Bison Wellbriety Training Institute. NHBP Tribal Members and employees facilitate weekly sessions which focus on helping youth to “reflect on and answer the following questions for themselves: “Who am I?,” “Why am I?” and “Where am I going?” Youth will learn to understand and apply spiritual values to their lives in order to develop healthy lifestyles, strong characters and a sense of harmony in their lives.”

ELIGIBILITY & NOTES

1. NHBP Tribal Members and descendants
2. Eligibility may be inclusive of other groups, depending on with whom NHBP is collaborating

CONTACT
Social Services Case Aide
Danielle Pfeifer, CTP-C
T 269.704.8480
E danielle.pfeifer@nhbp-nsn.gov

Primary Contact

**MEG FAIRCHILD, LMSW CAADC, ADS, CTP-C, MICHIGAN ACE CERTIFIED MASTER TRAINER | DIRECTOR OF SOCIAL SERVICES | T 269.704.8349
E MEG.FAIRCHILD@NHBP-NSN.GOV**

WÉDASÉ' WE {BE BRAVE}

NHBP team members from the Health/Behavioral Health, Human Resources, Culture, Membership Services, Social Services and Legal departments offer training to Tribal Members, employees and community partners on the impact of traumatic experiences on individual health and well-being. Participants will learn about NHBP history, trauma in Native America, resilience building as well as simple strategies for building and maintaining positive connections with clients, colleagues and family members who may be experiencing crisis. This one day presentation is free for Tribal Members and employees.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, employees, non-Tribal Members and public registrants

CONTACT
Social Services Case Aide
Danielle Pfeifer, CTP-C
T 269.704.8480
E danielle.pfeifer@nhbp-nsn.gov

Housing

{BODÉWADME ODAYNAHWAYNSUN}

NHBP EMERGENCY ASSISTANCE PROGRAM AND MORTGAGE ASSISTANCE SECTIONS

Limited non-recurring financial assistance for rental, rental deposit or mortgage payments.

ELIGIBILITY & NOTES

1. NHBP Tribal Members aged 18+ and residing within the state of Michigan
2. Gross household income at or below 80% State Median Income
3. Emergency-based, not supplemental



The contacts below apply to all Housing programs:

Primary Contact

BENJAMIN TENNEY DIRECTOR OF HOUSING | T 269.704.8363
E BENJAMIN.TENNEY@NHBP-NSN.GOV

Contact

JODY KORN | PROGRAMS COORDINATOR | T 269.704.8362
E JODY.KORN@NHBP-NSN.GOV

RENTAL HOUSING PROGRAM

Managed single family (two to three bed units) on the Pine Creek Indian Reservation and adjacent Tribal-owned properties (Mishkoswen Development).

ELIGIBILITY & NOTES

1. NHBP Tribal Members aged 18+ and residing within the state of Michigan
2. Gross household income at or below 80% State Median Income
3. Scored waiting list applies

Housing

{BODÉWADME ODAYNAHWAYNSUN}

NHBP EMERGENCY ASSISTANCE PROGRAM: UTILITY ASSISTANCE SECTION

Limited non-recurring financial assistance for public and private utility payments.

ELIGIBILITY & NOTES

1. NHBP Tribal Members aged 18+ who reside within the state of Michigan
2. Energy and non-energy utilities applicable (electric, natural gas, LP-propane, fuel oil, municipal water and sewer)
3. Gross household income at or below 80% State Median Income
4. Emergency-based, not supplemental

NHBP ELDERS SUPPLEMENTAL HEATING PROGRAM

Limited non-recurring secondary supplement of heat-energy utility payments, for Elder households.

ELIGIBILITY & NOTES

1. NHBP Tribal Members aged 50+ and residing within the United States of America
2. Heat-energy applicable (electric, natural gas, LP-propane, fuel oil, wood)
3. Gross household income at or below 100% State Median Income (SOM ref.)

NHBP SUPPLEMENTAL HEATING PROGRAM

Limited non-recurring supplement of heat-energy utility payments.

ELIGIBILITY & NOTES

1. NHBP Tribal Members aged 50+ and residing within the United States of America
2. Heat-energy applicable (electric, natural gas, LP-propane, fuel oil, wood)
3. Gross household income at or below 100% State Median Income (SOM ref.)

EMERGENCY RELOCATION ASSISTANCE PROGRAM

Homelessness prevention and other assistance.

ELIGIBILITY & NOTES

1. NHBP Tribal Members aged 18+ who reside within, or are relocating to, the state of Michigan
2. Displaced persons or homelessness prevention services such as physical accommodations and limited emergency food assistance
3. Gross household income at or below 80% State Median Income

Housing

{BODÉWADME ODAYNAHWAYNSUN}

HOME REPAIR AND RENOVATION ASSISTANCE PROGRAM I

Special financial assistance for improvement of critical mechanical, structural or weatherization deficiencies.

ELIGIBILITY & NOTES

1. NHBP Tribal Members aged 18+ who reside within the state of Michigan
2. 'Standard Construction' achievable in cost-effective manner
3. Gross household income at or below 80% State Median Income
4. Needs-based, subject to program year budget constraints

HOME REPAIR AND RENOVATION ASSISTANCE PROGRAM II

Special financial assistance for improvement of critical mechanical, structural or weatherization deficiencies.

ELIGIBILITY & NOTES

1. NHBP Tribal Members aged 18+ who reside within the state of Michigan
2. 'Standard Construction' achievable in cost-effective manner
3. Gross household income between 80.1% to 100% State Median Income
4. Needs-based, subject to program year budget constraints



The contacts below apply to all Housing programs:

Primary Contact

BENJAMIN TENNEY DIRECTOR OF HOUSING | T 269.704.8363
E BENJAMIN.TENNEY@NHBP-NSN.GOV

Contact

JODY KORN | PROGRAMS COORDINATOR | T 269.704.8362
E JODY.KORN@NHBP-NSN.GOV

Housing

{BODÉWADME ODAYNAHWAYNSUN}

HOME REPAIR AND RENOVATION ASSISTANCE PROGRAM III

Special financial assistance for improvement of critical mechanical, structural or weatherization deficiencies.

ELIGIBILITY & NOTES

1. NHBP Tribal Members aged 18+ who reside within the state of Michigan
2. 'Standard Construction' achievable in cost-effective manner
3. No income limitation
4. Needs-based, subject to program year budget constraints



INDIAN HEALTH SERVICE SANITATION FACILITIES CONSTRUCTION PROGRAM

Project-based assistance for private well and septic systems or connection to municipal water and sewage systems.

ELIGIBILITY & NOTES

1. NHBP Tribal Members aged 18+ who reside and own home or property within the state of Michigan
2. Documented residential well or septic deficiencies (individual well and septic, municipal water and sewer service connection, well abandonment, etc.)
3. No income limitation
4. Needs-based, subject to US HHS IHS program year budget constraints



Housing

{BODÉWADME ODAYNAHWAYNSUN}

DOWN PAYMENT ASSISTANCE PROGRAM I

Special financial assistance for the capital down payment or closing cost when purchasing a home.

ELIGIBILITY & NOTES

1. NHBP Tribal Members aged 18+, first-time homebuyers that reside within, or are relocating to, the state of Michigan
2. Capital down payment, closing costs, appraisal, inspection and 'points' provisions
3. Gross household income at or below 80% State Median Income
4. Homebuyer Education or Credit Management certificate required

DOWN PAYMENT ASSISTANCE PROGRAM II

Special financial assistance for the capital down payment or closing cost when purchasing a home.

ELIGIBILITY & NOTES

1. NHBP Tribal Members aged 18+, first-time homebuyers, residing within, or relocating to, the state of Michigan
2. Capital down payment, closing costs, appraisal, inspection and 'points' provisions
3. Gross household income between 80.1% and 100% State Median Income
4. Homebuyer Education or Credit Management certificate required



The contacts below apply to all Housing programs:

Primary Contact

BENJAMIN TENNEY DIRECTOR OF HOUSING | T 269.704.8363
E BENJAMIN.TENNEY@NHBP-NSN.GOV

Contact

JODY KORN | PROGRAMS COORDINATOR | T 269.704.8362
E JODY.KORN@NHBP-NSN.GOV

Housing

{BODÉWADME ODAYNAHWAYNSUN}

DOWN PAYMENT ASSISTANCE PROGRAM III

Special financial assistance for improvement of critical mechanical, structural or weatherization deficiencies.

ELIGIBILITY & NOTES

1. NHBP Tribal Members aged 18+ who are first-time homebuyers, residing within, or relocating to, the state of Michigan
2. Capital down payment, closing costs, appraisal-inspection and 'points' provisions
3. No income limitation
4. Homebuyer Education or Credit Management certificate required

HOME BUYER EDUCATION PROGRAM

Quarterly classes to teach those interested in homeownership, improvement of household budgeting, basic credit counseling, mortgage lending programs and practices, etc.

ELIGIBILITY & NOTES

1. NHBP Tribal Members aged 18+ who are first-time homebuyers, residing within, or relocating to, the state of Michigan
2. Capital down payment, closing costs, appraisal-inspection and 'points' provisions
3. No income limitation
4. Homebuyer Education or Credit Management certificate required

INCOME CRITERIA

	1	2	3	4	5	6
100%	\$54,950	\$62,800	\$70,650	\$78,500	\$84,780	>
80%	\$43,960	\$50,240	\$56,520	\$62,800	\$67,820	<

Information Technology

{SEBKI NENYAK}

JOB DEVELOPMENT OPPORTUNITY

Provides hands-on experience at an enterprise level with no prior experience necessary. The Information Technology (IT) Department is continually looking for ways to expand the opportunities available to eligible participants.

ELIGIBILITY & NOTES

1. NHBP Tribal Member over the age of 18
2. Subject to program year budget restraints

CONTACT
NHBP Help Desk
T 269.704.7025
E helpdesk@nhbp-nsn.gov

COMPUTER WORK CENTER SUPPORT

Supports the Computer Work Centers at the Grand Rapids and Pine Creek Indian Reservation locations.

ELIGIBILITY & NOTES

1. NHBP Tribal Members

CONTACT
NHBP Help Desk
T 269.704.7025
E helpdesk@nhbp-nsn.gov



Primary Contact

SHADI MAKAHLEH | CHIEF INFORMATION OFFICER | T 269.704.8364
E SHADI@NHBP-NSN.GOV

Membership Services

{MIKCHÉWIWAK NADWÉZIBEK}

EDUCATION OFFICE STAFF

PINE CREEK EDUCATION OFFICE COORDINATOR
Charles Hendrix
T 269.704.4162
E charles.hendrix@nhbp-nsn.gov

GRAND RAPIDS EDUCATION OFFICE COORDINATOR
Jason Chivis
T 616.514.3654
E jason.chivis@nhbp-nsn.gov

EARLY, PRIMARY, SECONDARY (EPS) EDUCATION SPECIALIST
Michelle Simms
T 269.704.8357
E michelle.simms@nhbp-nsn.gov

HIGHER EDUCATION SPECIALIST
Andrea Rainer
T 269.704.8356
E andrea.rainer@nhbp-nsn.gov



Primary Contact

TIESHA WILLIAMS | MEMBERSHIP SERVICES DIRECTOR | T 269.704.8374
E TIESHA.WILLIAMS@NHBP-NSN.GOV

EDUCATION INCENTIVE PROGRAM

Provides financial assistance for grades, attendance and extracurricular involvement. Students are eligible for two payments per school year, at the completion of a semester or trimester.

ELIGIBILITY & NOTES

1. Prekindergarten through 12th grade students who are enrolled NHBP Tribal Members
2. Files must be current in the Enrollment Office
3. Applicants must have an NHBP Education Release and Code of Conduct on file for the current academic year in addition to program requirements
4. Funding for all programs are granted on a first-come, first-served basis and contingent upon the availability of funds

CONTACT
Education Office Coordinator
Charles Hendrix
T 269.704.4162
E charles.hendrix@nhbp-nsn.gov

Membership Services

{MIKCHÉWIIWAK NADWÉZIBEK}

PRE-K-12 LAPTOP PROGRAM

Provides a laptop package to assist students with education. Limit one prekindergarten through 12th grade laptop package per household every four years.

ELIGIBILITY & NOTES

1. Prekindergarten through 12th grade students who are enrolled NHBB Tribal Members
2. Files must be current in the Enrollment Office
3. Applicants must have an NHBP Education Release and Code of Conduct on file for the current academic year in addition to program requirements
4. Funding for all programs are granted on a first-come, first-served basis and contingent upon the availability of funds

CONTACT

Education Office Coordinator
Charles Hendrix
T 269.704.4162
E charles.hendrix@nhbp-nsn.gov

SCHOOL READINESS PROGRAM

The School Readiness Program, formally known as the Pre-K-12 Program, is available to offset the cost of school expenses such as supplies, clothing and other necessary items by engaging in meaningful activities and lessons. Each lesson or activity is intended to strengthen each student physically, emotionally, mentally and/or spiritually.

ELIGIBILITY & NOTES

1. Prekindergarten through 12th grade students who are enrolled NHBB Tribal Members
2. Files must be current in the Enrollment Office
3. Applicants must have an NHBP Education Release and Code of Conduct on file for the current academic year in addition to program requirements
4. Funding for all programs are granted on a first-come, first-served basis and contingent upon the availability of funds

CONTACT

Education Office Coordinator
Charles Hendrix
T 269.704.4162
E charles.hendrix@nhbp-nsn.gov

Primary Contact

TIESHA WILLIAMS | MEMBERSHIP SERVICES DIRECTOR | T 269.704.8374
E TIESHA.WILLIAMS@NHBP-NSN.GOV

Membership Services

{MIKCHÉWIIWAK NADWÉZIBEK}

HIGH SCHOOL GRADUATION FUND

May be used for the following, but not limited to: A class ring, cap and gown, senior pictures, announcements, school-sponsored senior class trip or diploma fees. Additional needs must be submitted to and approved by the NHBP Education Committee. Funding may be used during the student's final year of high school.

ELIGIBILITY & NOTES

1. Enrolled NHBP Tribal Members entering or currently attending their final year of high school, prior to graduation
2. Files must be current in the Enrollment Office
3. Applicants must have an NHBP Education Release and Code of Conduct on file for the current academic year in addition to program requirements
4. Funding for all programs are granted on a first-come, first-served basis and contingent upon the availability of funds

CONTACT

Education Office Coordinator
Charles Hendrix
T 269.704.4162
E charles.hendrix@nhbp-nsn.gov

POST-SECONDARY EDUCATION PAYMENT ASSISTANCE PROGRAM

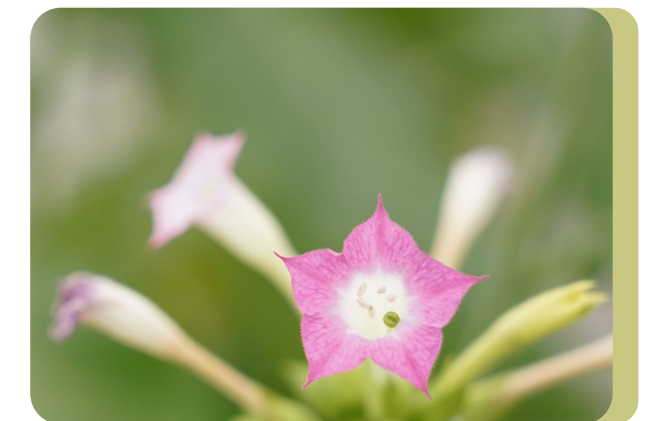
Provides financial assistance for the cost of attendance while pursuing a certificate or degree at accredited institutions of higher learning. Payments are determined by a student's unmet need and enrollment status.

ELIGIBILITY & NOTES

1. Must be a continuing education student who is an enrolled NHBP Tribal Member
2. Files must be current in the Enrollment Office
3. Applicants must have an NHBP Education Release and Code of Conduct on file for the current academic year in addition to program requirements
4. Funding for all programs are granted on a first-come, first-served basis and are contingent upon the availability of funds

CONTACT

Higher Education Specialist
Andrea Rainer
T 269.704.8356
E andrea.rainer@nhbp-nsn.gov



Membership Services

{MIKCHÉWIIWAK NADWÉZIBEK}

POST-SECONDARY LAPTOP PROGRAM

A laptop package is provided to assist students with their education. Limit one laptop package per student.

ELIGIBILITY & NOTES

1. Must be a continuing education student who is an enrolled NHBP Tribal Member
2. Files must be current in the Enrollment Office
3. Applicants must have an NHBP Education Release and Code of Conduct on file for the current academic year in addition to program requirements
4. Funding for all programs are granted on a first-come, first-served basis and are contingent upon the availability of funds
5. Must be an NHBP Post-Secondary Education Payment Assistance Program participant, enrolled in a program requiring the use of a computer
6. Must have one semester with a 2.5 GPA or higher during the pursuit of higher education

CONTACT
 Education Office Coordinator
 Charles Hendrix
 T 269.704.4162
 E charles.hendrix@nhbp-nsn.gov

STUDENT LOAN REPAYMENT PROGRAM

Provides financial assistance by providing relief from outstanding, qualifying education loans incurred while successfully completing a certificate or degree in higher and continuing education programs.

ELIGIBILITY & NOTES

1. Enrolled NHBP Tribal Member
2. Files must be current in the Enrollment Office
3. A graduate who has obtained a degree or certificate from a Title IV eligible institution of higher or continuing education as outlined by the U.S. Department of Education database
4. Currently possess eligible, outstanding student debt acquired prior to January 1, 2016

CONTACT
 Higher Education Specialist
 Andrea Rainer
 T 269.704.8356
 E andrea.rainer@nhbp-nsn.gov



Primary Contact

**TIESHA WILLIAMS | MEMBERSHIP SERVICES DIRECTOR | T 269.704.8374
 E TIESHA.WILLIAMS@NHBP-NSN.GOV**

Membership Services

{MIKCHÉWIIWAK NADWÉZIBEK}

COLLEGE GRADUATION FUND

May be used during a student's final year of school. Must be entering or currently attending final year of college prior to graduating with a degree. Assistance may be used for the following, but not limited to: A class ring, cap and gown, senior pictures, announcements or diploma fees. Additional needs should be submitted to and approved by the NHBP Education Committee.

ELIGIBILITY & NOTES

1. Must be a continuing education student who is an enrolled NHBP Tribal Member
2. Files must be current in the Enrollment Office
3. Applicants must have an NHBP Education Release and Code of Conduct on file for the current academic year in addition to program requirements
4. Funding for all programs are granted on a first-come, first-served basis and contingent upon the availability of funds

CONTACT
 Education Office Coordinator
 Charles Hendrix
 T 269.704.4162
 E charles.hendrix@nhbp-nsn.gov

BOOK AND SUPPLY PROGRAM

Students are able to use funding for books and supplies directly related to classes in which they are enrolled.

ELIGIBILITY & NOTES

1. Must be a continuing education student who is an enrolled NHBP Tribal Member
2. Files must be current in the Enrollment Office
3. Applicants must have an NHBP Education Release and Code of Conduct on file for the current academic year in addition to program requirements
4. Funding for all programs are granted on a first-come, first-served basis and contingent upon the availability of funds
5. Student must be registered at an accredited college, university, institute or trade school

CONTACT
 Education Office Coordinator
 Charles Hendrix
 T 269.704.4162
 E charles.hendrix@nhbp-nsn.gov



Membership Services

{MIKCHÉWIWAK NADWÉZIBEK}

DEVELOPMENT PROGRAM

Provides financial assistance for those who intend to or have successfully completed a conference, training or program in the pursuit of professional or personal development. Please note that certain athletic fees or programs may not be eligible for funding. Please consult with the Education Office.

ELIGIBILITY & NOTES

- 1. Must be a continuing education student who is an enrolled NHBP Tribal Member
- 2. Files must be current in the Enrollment Office
- 3. Applicants must have an NHBP Education Release and Code of Conduct on file for the current academic year in addition to program requirements
- 4. Funding for all programs are granted on a first-come, first-served basis and are contingent upon the availability of funds

CONTACT
 Education Office Coordinator
 Charles Hendrix
 T 269.704.4162
 E charles.hendrix@nhbp-nsn.gov



Primary Contact

TIESHA WILLIAMS | MEMBERSHIP SERVICES DIRECTOR | T 269.704.8374
E TIESHA.WILLIAMS@NHBP-NSN.GOV

Membership Services

{MIKCHÉWIWAK NADWÉZIBEK}

EDUCATION ENHANCEMENT PROGRAM

Program participants may utilize a combined total of \$5,000 per school year for tutoring and/or private education (including licensed preschool and homeschool costs). Program may be utilized for homeschool instruction or curriculum. Tutoring assistance may be utilized by prekindergarten through 12th grade or post-secondary education students. The limit may be adjusted for special circumstances.

ELIGIBILITY & NOTES

- 1. Must be a continuing education student who is an enrolled NHBP Tribal Member
- 2. Files must be current in the Enrollment Office
- 3. Applicants must have an NHBP Education Release and Code of Conduct on file for the current academic year in addition to program requirements

CONTACT
 Education Office Coordinator
 Charles Hendrix
 T 269.704.4162
 E charles.hendrix@nhbp-nsn.gov



FEE ASSISTANCE PROGRAM

Assists students with school fees and college application fees. Students may use the funds for educational, vocational, professional, career or GED testing, certification and licensure.

ELIGIBILITY & NOTES

- 1. Must be a continuing education student who is an enrolled NHBP Tribal Member
- 2. Files must be current in the Enrollment Office
- 3. Applicants must have an NHBP Education Release and Code of Conduct on file for the current academic year in addition to program requirements
- 4. Funding for all programs are granted on a first-come, first-served basis and are contingent upon the availability of funds

CONTACT
 Education Office Coordinator
 Charles Hendrix
 269.704.4162
 charles.hendrix@nhbp-nsn.gov

Membership Services

{MIKCHÉWIWAK NADWÉZIBEK}

TRIBAL YOUTH PROGRAM

The NHBP Tribal Youth Program (TYP) is preventative in nature, meaning participants are provided with information to provide them with the ability to make healthy life choices. While in a safe environment, participants can engage in enriching activities and field trips that will help them explore their culture, provide exposure to new experiences and educate them with information to help guide them through their teen years.

The information and experiences provided will help set the foundation for their life, now and into the future. Participants will be encouraged to step outside of their comfort zone to grow physically, socially, emotionally and intellectually. TYP is divided into two age groups; 9 through 12 and 13 through 18. During the school year, each group will meet one to two times per week during after school hours, typically from 5 to 7 p.m. During the summer, groups will meet two to four times per week, during the day.

ELIGIBILITY & NOTES

1. Open to full-time students, ages 9 through 18, who are enrolled NHBP Tribal Members
 - a. Community members may be allowed to participate in certain activities throughout the year with prior approval from the Membership Services Manager, CEO or Tribal Council
2. Enrolled NHBP Tribal Members under age nine are welcomed to attend, but a parent or guardian must be present
3. Contact the nearest location's Youth Specialist to receive the TYP Application and an Education Code of Conduct Form

CONTACT

Northern Youth Specialist
Tianna James
T 616.514.3729
E tianna.james@nhbp-nsn.gov

CONTINUED...

Southern Youth Specialist
Abbey Fuller
T 269.704.8593
E abbey.fuller@nhbp-nsn.gov

NANOK ASHI {HUMMINGBIRD} YOUTH GROUP

The Nanokashi Youth Group is open to enrolled NHBP Tribal youth ages five to eight. The Nanokashi Youth Group was created for younger NHBP Tribal youth to be able to participate in activities similar to those in the Tribal Youth Program. During the meetings, the focus will be on an array of topics including positive peer interaction and cultural teachings. Through this program, we will begin to develop youth who become healthy, caring and responsible members of their families and community.

ELIGIBILITY & NOTES

1. Enrolled NHBP Tribal Members, ages five through eight

CONTACT

Northern Youth Specialist
Tianna James
T 616.514.3729
E tianna.james@nhbp-nsn.gov

Southern Youth Specialist
Abbey Fuller
T 269.704.8593
E abbey.fuller@nhbp-nsn.gov

Membership Services

{MIKCHÉWIWAK NADWÉZIBEK}

MNOCHEGE UNITY YOUTH COUNCIL

Provides a collective voice and represents the NHBP Tribal youth in all matters that concern them, serves as a means of mobilizing positive goals, promotes the development of future Tribal leaders, solves problems facing Tribal youth, coordinates school and community service projects and provides opportunities for the youth to interact for fun and fellowship

ELIGIBILITY & NOTES

1. Enrolled NHBP Tribal Members ages 12 through 24

CONTACT

Northern Youth Specialist
Tianna James
T 616.514.3729
E tianna.james@nhbp-nsn.gov

Southern Youth Specialist
Abbey Fuller
T 269.704.8593
E abbey.fuller@nhbp-nsn.gov

ELDERS PROGRAMS

Provides an array of activities to improve the physical well-being and increase the social awareness of the NHBP Tribal Elders. Elders can engage in weekly activities and field trips which will provide exposure to new experiences and provide them with information which will help with lifelong learning. Weekly activities include: Craft night, computer club, game night, movie night and various field trips and shows throughout the year.

ELIGIBILITY & NOTES

1. Open to enrolled NHBP Tribal Elders, ages 50 and up:
 - a.) Community members may be allowed to participate in certain activities throughout the year with prior approval from the Membership Services Manager, CEO or Tribal Council

CONTACT

Northern Elders Specialist
Leo Pontiac
T 616.514.3664
E leo.pontiac@nhbp-nsn.gov

Primary Contact

**TIESHA WILLIAMS | MEMBERSHIP SERVICES DIRECTOR | T 269.704.8374
E TIESHA.WILLIAMS@NHBP-NSN.GOV**

Membership Services

{MIKCHÉWIWAK NADWÉZIBEK}

EVENTS

The Membership Services Department facilitates and administers all logistics related to events, programs and activities for NHBP Tribal Members. NHBP Tribal Members, spouses, descendants and employees are able to attend numerous events throughout the year. Dates and times can be found on the online calendar, which is located on the Members Only and public NHBP websites.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, spouses, descendants and employees
2. For general event-related questions, please contact Events Coordinator Kathy Mackety or the NHBP Events email at events@nhbp-nsn.gov
3. For events at Grand Rapids or Grand Haven, please contact Membership Services Northern Office Supervisor Camie Castaneda
4. For events at the Pine Creek Indian Reservation, please contact Executive Administrative Assistant Grace Chivis
5. Please check the Members Only website and online calendar for event updates

CONTACT
Executive Administrative Assistant
Grace Chivis
T 269.704.8419
E grace.chivis@nhbp-nsn.gov

Northern Office Supervisor
Camie Castaneda
T 616.514.3662
E camie.castaneda@nhbp-nsn.gov

Membership Services Director
Tiesha Williams
T 269.704.8374
E tiesha.williams@nhbp-nsn.gov

FILING PERSONAL INCOME TAXES

The NHBP VITA and Expanded Tax Assistance programs provide assistance with the filing of federal and state personal income taxes for all eligible Tribal Members.

ELIGIBILITY & NOTES

1. All NHBP Tribal Members meeting eligibility guidelines under the Scope of Services.

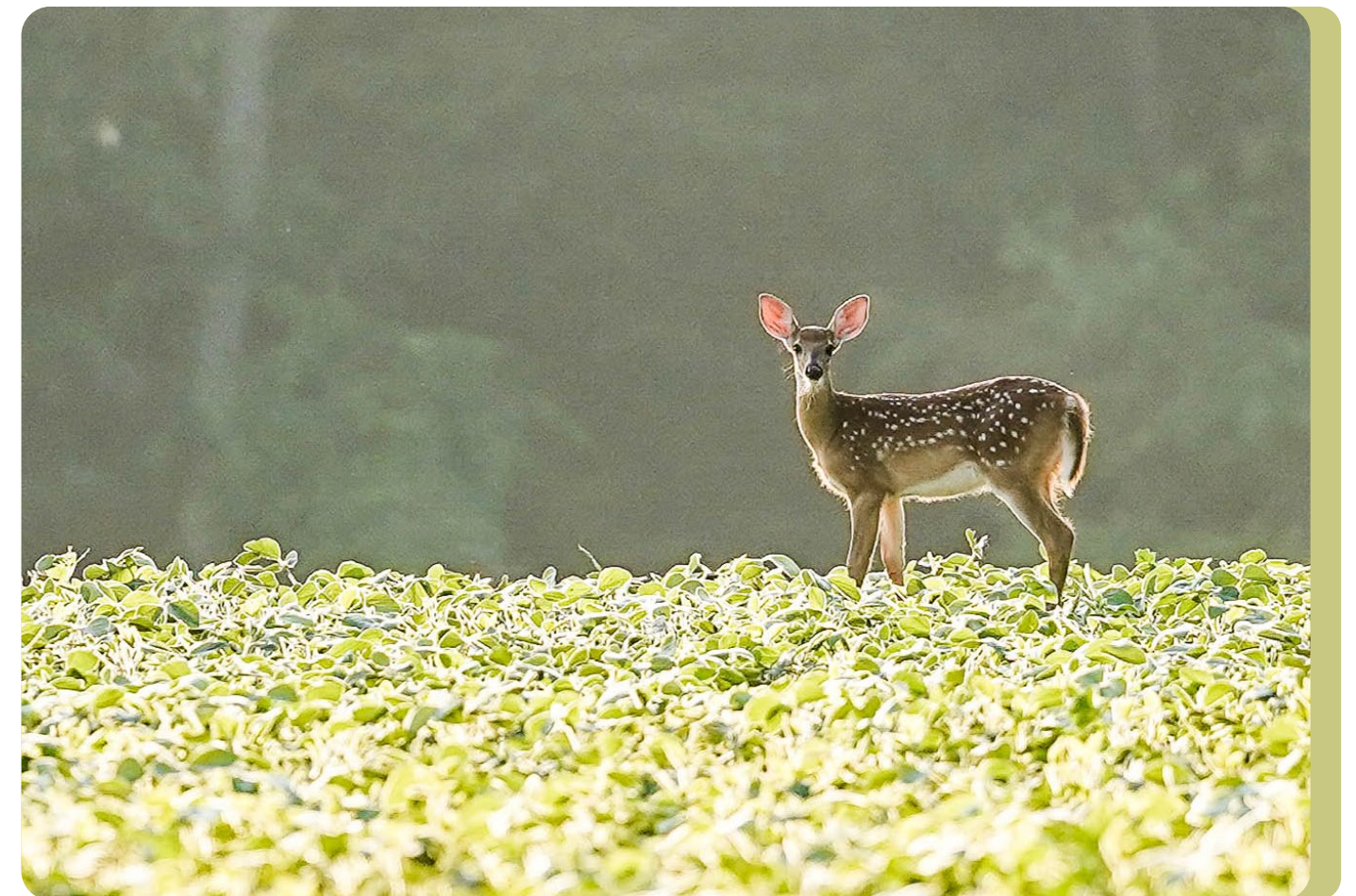
CONTACT
Rebecca Griffin
T 269.704.8371
E rebecca.griffin@nhbp-nsn.gov



Public Works

{MIKCHÉWIWAK NADWÉZIBEK}

The Public Works Department primarily provides both community water and waste water treatment to Tribal Members who reside on the Pine Creek Indian Reservation. The Public Works Department also serves as an internal service by providing maintenance, groundskeeping, janitorial services and snow removal for NHBP parking lots and roads for the Tribal government, both at locations on the Pine Creek Indian Reservation and in Grand Rapids, Michigan.



Primary Contact

DARREL VORCE | DIRECTOR OF PUBLIC WORKS | T 269.704.8422
E DARREL.VORCE@NHBP-NSN.GOV

Tribal Police

{BAGANÉWNIKAN}

HUNTER SAFETY PROGRAM

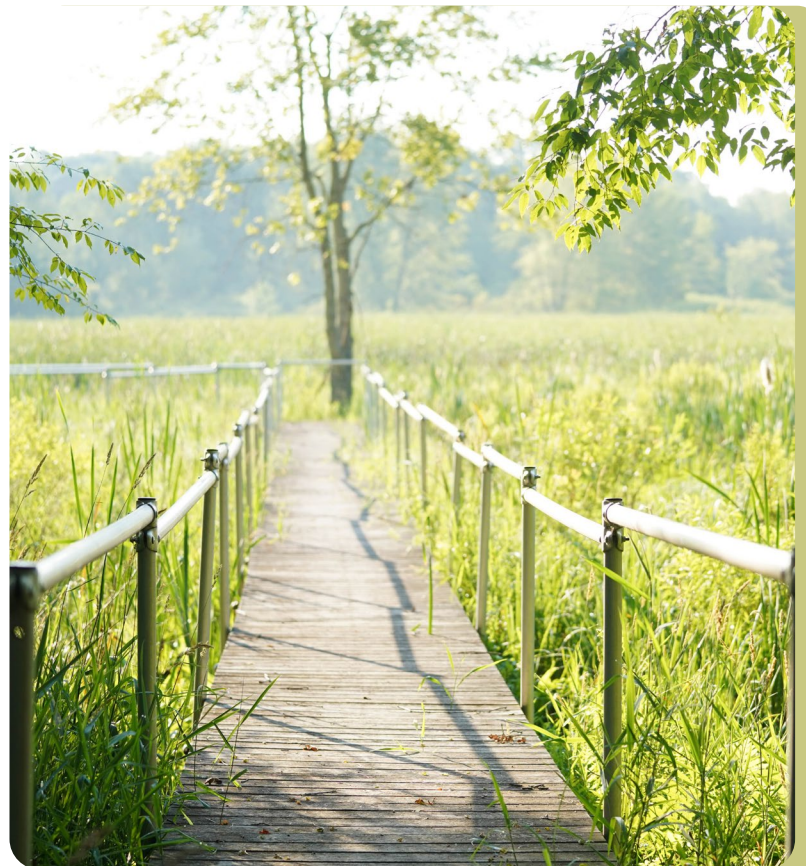
Provides novice hunters with training to follow safe hunting practices and knowledge in Department of Natural Resources (DNR) and Tribal Hunting Codes. This is generally offered at least once a year, twice if in high demand.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, employees and students in the Athens School District
2. Contact Sergeant Pedley or watch for general announcements in the Mini Turtle Press to learn more about Tribal Police Department programs

CONTACT

Sergeant Ryan Pedley
T 269.729.5222, 269.270.8414
E ryan.pedley@nhbp-nsn.gov



Primary Contact

CARTER BRIGHT | DIRECTOR OF LAW ENFORCEMENT | T 269.729.5222
E CARTER.BRIGHT@NHBP-NSN.GOV



Independent Bodies



Gaming Commission

{TADIWEN NAGANJEK}

The Gaming Commission, consistent with the Tribe's traditions and customs, shall protect the assets of the Nottawaseppi Huron Band of the Potawatomi; by effectively, efficiently and fairly performing the functions, tasks and responsibilities delegated to the Commission by and through the Gaming Regulatory Act of 2010, its regulations, policies and the people who serve the Gaming Commission in its purpose under the law. In carrying out the powers delegated, in a manner that promotes and preserves our Bodéwadmí values and traditions, the Commission strives to be guided by the Seven Grandfather Teachings.



Primary Contact

MEGHAN FRYE | EXECUTIVE DIRECTOR | T 269.841.1072
E MEGHAN.FRYE@NHBPGC.ORG

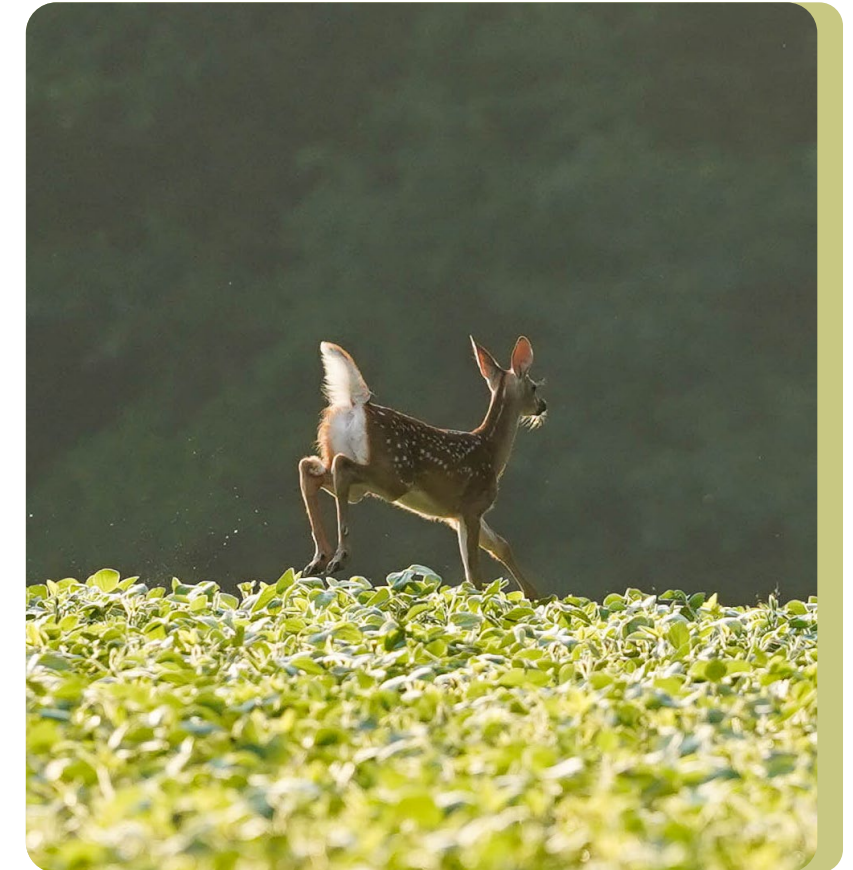
Tribal Court

{DBAKNEGÉWEN}

TRIBAL COURT SYSTEM AND SUPREME COURT

Article XI of the NHBP Constitution establishes the Tribal Court System and includes the Tribal Court, a court of general jurisdiction, and the Supreme Court, which is an appellate court of last resort. Tribal Council has established two divisions of the Tribal Court to date, including the Domestic Violence Division and the Juvenile Division. In addition, the Tribal Court hosts two departments: Victim Services and Probation.

Melissa L. Pope
Chief Judge



Primary Contact

HOLLY CURTIS | TRIBAL COURT ADMINISTRATOR | T 269.704.8395
E HOLLY.CURTIS@NHBP-NSN.GOV

Tribal Court

{DBAKNEGÉWEN}

NHBP TRIBAL COURT VICTIM SERVICES DEPARTMENTS

Provides confidential victim-centered services, advocacy and assistance in a non-judgmental, supportive environment that respects the dignity, cultural beliefs, needs and voices of those we serve in order to promote the healing and empowerment of families, this Nation, victims and survivors of domestic violence, sexual assault and stalking. The department works with other branches of government, Elders, Community members and other partners to provide support and services to survivors of domestic violence, sexual assault and stalking within the NHBP Nation.

ELIGIBILITY & NOTES

1. Open to NHBP Tribal Members and the general public

CONTACT

Domestic Violence Victim Advocate
Patti McClure
T 269.704.8396
E patricia.mcclure@nhbp-nsn.gov

Victim Services Assistant
Alyssa Smith
T 269.704.7036
E alyssa.smith@nhbp-nsn.gov

PROBATION DEPARTMENT

Supervises individuals during pre-trial proceedings while on bond, those sentenced to probation, juveniles and individuals receiving intervention services. The Court strives to create systems that protect the victim and the Community as a whole while assisting the defendant in becoming a contributing member of the Community who does not violate the laws of the NHBP. Probation ensures accountability by operating and providing training and security with regard to the Law Enforcement Information Network and National Crime Information Center systems. The Probation Department works with other branches of government, Elders, Community members and other partners to achieve these goals. This department is the Tribe's liaison with law enforcement Community partners for maintaining these databases with respect to the bench warrants, personal protective orders and sentencing orders issued by the Court.

ELIGIBILITY & NOTES

1. Open to NHBP Tribal Members and community members

CONTACT

Tribal Court Probation Officer
April Shepard
T 269.704.8397
E april.shepard@nhbp-nsn.gov

Primary Contact

TRIBAL COURT ADMINISTRATOR | HOLLY CURTIS | T 269.704.8395
E HOLLY.CURTIS@NHBP-NSN.GOV

Tribal Prosecutor

{DBAKNEGÉWEN}

The Tribal Prosecutor has several roles within NHBP. The Prosecutor serves as the Chief Law Enforcement Officer for the Tribe and oversees all criminal investigations. The Prosecutor coordinates with local, state, and federal agencies to determine the appropriate jurisdiction for matters involving Tribal Members or Tribal lands. The Prosecutor is also the Presenting Officer during Elder protection, juvenile justice and child protection proceedings.

CHILD PROTECTION PROCEEDINGS

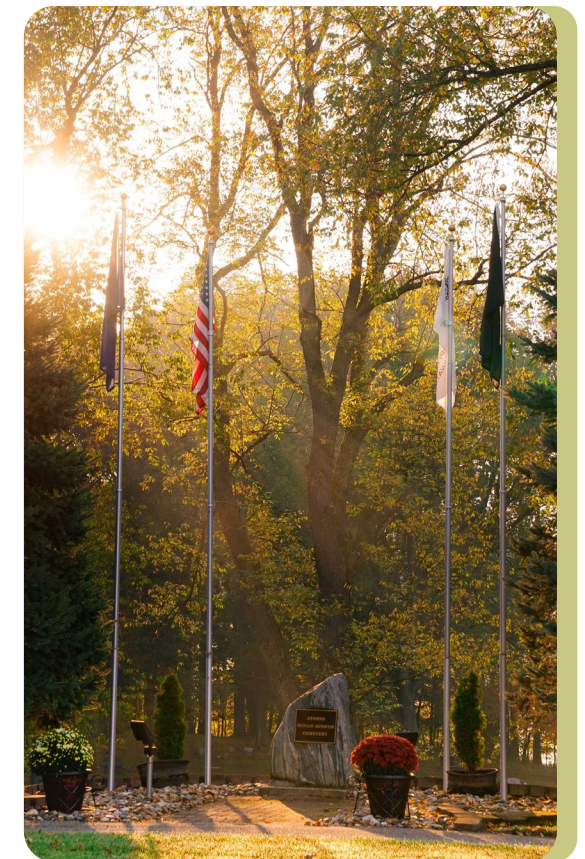
The Tribal Prosecutor represents NHBP in child protection proceedings in both state and Tribal Court. In state court proceedings, the Tribe's role is to encourage compliance with state and federal law. Two important parts of ensuring compliance with state and federal law include the coordination of culturally appropriate services with state child protection agencies and encouraging compliance with the family reunification requirements for Tribal families. If someone is aware of any state child protection proceedings that they believe involve NHBP children, they can contact the Tribal Prosecutor or the NHBP Social Services Department to share that information. The Tribe will determine if the child protection proceedings involve an NHBP family and whether the Tribe has received proper notice. The Prosecutor will then take the appropriate action to ensure compliance with both the Indian Child Welfare Act (ICWA) and the Michigan Indian Family Preservation Act (MIFPA).

ELIGIBILITY & NOTES

1. ICWA and MIFPA apply to children who are enrolled NHBP Tribal Members or those who are eligible to enroll

CONTACT

Justin Derhammer
Tribal Prosecutor/Presenting Officer
T 269.704.8417
E justin.derhammer@nhbp-nsn.gov



Primary Contact

JUSTIN DERHAMMER | TRIBAL PROSECUTOR/PRESENTING OFFICER
T 269.704.8417 | E JUSTIN.DERHAMMER@NHBP-NSN.GOV

Economic Development



FireKeepers Casino Hotel

{BODÉWADMIK}

CONCERTS

Tribal Members receive a 10% discount on shows and events held at FireKeepers Casino Hotel.

ELIGIBILITY & NOTES

1. NHBP Tribal Members
2. Purchase tickets directly from the Box Office located in the hotel lobby
3. Must present Tribal ID

HOTEL ROOMS

Tribal Members receive a discount on the hotel rooms at FireKeepers Casino Hotel. Classic Rooms are \$50, Suites are \$150 and the Presidential Suite is \$350 per night.

ELIGIBILITY & NOTES

1. NHBP Tribal Members
2. Call to make a reservation and request the Tribal rate
3. Must present Tribal ID at check-in

RESTAURANTS

Tribal Members receive 25% off at all restaurants with Tribal ID, in addition to any Red Hot Rewards Club discounts.

ELIGIBILITY & NOTES

1. NHBP Tribal Members
2. Must present Tribal ID

TRADER'S BLANKET AND SWAROVSKI STORES

Tribal Members receive 10% off their entire purchase at Trader's Blanket Gift Shop and at Swarovski.

ELIGIBILITY & NOTES

1. NHBP Tribal Members
2. Must present Tribal ID

FireKeepers Casino Hotel

{BODÉWADMIK}

PITSTOP

Tribal Members receive a discount on cigarettes and gasoline. The tax exemption for cigarettes is \$2 off per pack, discounted cigars are also available. Tribal Members are also eligible to receive 26 cents off per gallon of gasoline.

ELIGIBILITY & NOTES

1. NHBP Tribal Members
2. Must present Tribal ID

To benefit from these services, please contact FireKeepers Casino Hotel at 877.352.8777.



The contact below applies to all FKCH services.

Primary Contact

CHIEF EXECUTIVE OFFICER | KATHY GEORGE | T 269.660.5601
E KGEORGE@FIREKC.COM

Waséyabek Development Company, LLC

NATIVE AMERICAN HIRING PREFERENCE

Waséyabek Development Company, LLC (WDC) and its eligible, majority-owned subsidiaries have adopted a Native American Hiring Preference Program. When positions become available, qualified Native American applicants will be given preference if they meet the minimum requirements. It is the responsibility of the applicant to identify their Tribal affiliation at the time of application.

ELIGIBILITY & NOTES

1. Individual meets the minimum qualifications and can successfully perform the essential job functions associated with the position
2. Preference will be applied in accordance with the preference tiers established in Tribal law:
 - a.) Enrolled Tribal Members of NHBP
 - b.) Parents or spouses of NHBP Tribal Members
 - c.) Enrolled Members of other federally recognized Tribes

CONTACT
Vice President of Human Resources and Administration
Meg Haizlip
T 269.832.8101
E mhaizlip@waseyabek.com

TRIBAL MANAGEMENT DEVELOPMENT PLAN

The Tribal Management Development Plan is a requirement for WDC and its federal subsidiaries to participate in the Small Business Association's 8(a) Program. The goal of this program is to hire and train qualified Tribal Members in preparation for management positions at WDC and its subsidiaries. Native American employees of WDC or its 8(a) subsidiaries will have a written Tribal Management Development Plan. The Plan will be supported by Native American Preference Hiring Practices, internships, and training and development programs for preference employees which are included in the Annual Business and Operations Plan(s) approved for WDC and its subsidiaries.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, parents or spouses of NHBP Tribal Members, or Members of other federally recognized Tribes

CONTACT
Vice President of Human Resources and Administration
Meg Haizlip
T 269.832.8101
E mhaizlip@waseyabek.com

Waséyabek Development Company, LLC

LEADERSHIP EXPLORATION AND DEVELOPMENT (LEAD) PROGRAM

LEAD Associate positions are offered within WDC and its subsidiary companies when the business entity's workload and budget can support the training requirements. The program is generally three months to one year in duration. Satisfactory completion of the LEAD Program requirements could result in a permanent employment position within WDC or one of WDC's subsidiary companies when an applicable position becomes available for which the LEAD Associate is qualified.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, and parents or spouses of NHBP Tribal Members
2. Offered to high school students, college students, skilled labor and non-degree seeking candidates
3. LEAD Associate positions will be identified and funded as part of the Annual Business and Operations Plan for WDC and subsidiary businesses

CONTACT
Vice President of Human Resources and Administration
Meg Haizlip
T 269.832.8101
E mhaizlip@waseyabek.com

TRIBAL MEMBER ENTREPRENEURIAL TRAINING PROGRAM

Collaborative program between: NHBP, Waséyabek Development Company, LLC, and DWH.

Working together to fulfill one of NHBP's 2018 – 2022 Strategic Plan goals, Waséyabek Development Company, LLC, (WDC) and DWH, a subsidiary of WDC, have partnered with NHBP to bring entrepreneurial training to NHBP Tribal Members and descendants of enrolled Tribal Members and their spouses. The eight-month Tribal Member Entrepreneurial Program, offered via webinar and on the NHBP Members Only website, covers essential topics that entrepreneurs need to either start or grow their own companies.

ELIGIBILITY & NOTES

1. NHBP Tribal Members, descendants and spouses of enrolled Tribal Members

CONTACT
NHBP CEO
Barry Skutt
T 269.704.4173
E barry.skuttjr@nhbp-nsn.gov

DWH Senior Director
Paul Mudde
T 616.233.0020
E pmudde@dwhcorp.com

DWH Senior Director
Austin Dean
T 616.233.0020
E adean@dwhcorp.com

Primary Contact

DEIDRA MITCHELL | PRESIDENT & CEO | T 616.278.0320
E DMITCHELL@WASEYABEK.COM



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CONTACT US

PINE CREEK ADMINISTRATIVE OFFICES
1485 MNO-BMADZEWEN WAY
FULTON, MICHIGAN 49052
PHONE: 269.729.5151

GRAND RAPIDS ADMINISTRATIVE OFFICES
311 STATE STREET
GRAND RAPIDS, MICHIGAN 49503
PHONE: 616.249.0159



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NDEBABDAN {CHECK IT OUT}



NOTTAWASEPPI HURON BAND OF THE POTAWATOMI

A FEDERALLY RECOGNIZED TRIBAL GOVERNMENT